

 <p style="text-align: center;">County of Sacramento Department of Health Services Division of Primary Health Policy and Procedure</p>	Policy Issuer (Unit/Program)	JCH
	Policy Number	C03-1404
	Effective Date	02-06
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Title: Professional Development		Functional Area: Personnel and Training
Approved By: Pamela Gandy-Rosemond, MSN RN CCHP Program Manager		
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Policy:

The Program Manager and administration are responsible for developing and implementing continuing education and training programs and approving continuing education courses for Juvenile Correctional Health. Programs will be appropriate to the health services delivery activities and requirements for licensure/certification that includes an understanding of the uniqueness of health services delivery in the correctional setting.

Procedures:

- A. Regularly scheduled in-service programs shall be scheduled at least quarterly.
 - 1. It is the responsibility of the individual employee to assure that continuing education requirements for re-licensure are met.
 - 2. All qualified health care professionals must be current in Cardiopulmonary Resuscitation (CPR) techniques.
 - 3. Employees may be reimbursed for expenses associated with the training to the annual maximum as determined by the current union contract.
 - a. All requests for training must be submitted to the Clinic Manager for approval at the latest, two weeks prior to the training.
 - 4. The clinic manager shall ensure that a skills fair is planned annually and executed for the staff by the Supervising Registered Nurse (SRN).
 - 5. This includes yearly updates on universal precautions, communicable disease, body mechanics, as well as new topics deemed necessary by the SRN.
 - 6. The SRN's are also responsible for quarterly in services. These will be identified by the SRN's areas of need. Planning and implementation to be done by SRN's.

References:

Title 15, CCR, Article 8, Section 1404

NCCHC, Y-C-03