Policy Title: *Board of Health Training*

Manual: _____ **Program Director:** _____

Policy Identifier: _____ **Program Coordinator:** _____

Effective Date: _____ **Health Director:** _____

Departments Applied to: _____ **Medical Director:** _____

Distributed to: _____ **Board of Health Chair:** _____

Revision Date & Initials:				

Purpose: *states the "why"*

Educate members of the Board of Health on their roles, responsibilities, legal authority, and other relevant topics.

Policy: "what shall be done"

New Board members must attend orientation training within 12 months of being appointed and additional BOH training on a regular basis

Definitions: *clarifies/standardizes terms as indicated*

n/a

Applicable Laws & Rules: *list applicable laws, rules, and/or legal authority relating to the policy content*

10A NCAC 48C .0102
HDSAI G.3

Responsibilities: *who is responsible for "what"*

Board of County Commissioners acting as Board of Health

Procedures: *outlines specific steps of "what" shall be done*

Training

a. New Board members are required to attend orientation training within one (1) year of appointment.
b. Per Accreditation, all Board members must do training at least once every four (4) years. Each member is required to have documentation they have attended training, including roles and responsibilities of the Board of Health.
c. Training opportunities may include self-study, group presentation, or workshops.
d. The training can be in-house, by an outside organization or web based.
e. All board members attendance at training must be recorded since the previous accreditation site visit.

Reference(s): *list other policies, plan, manuals or guidelines that may be relevant to this policy*