

Brunswick County Health Services Policies and Procedures

Program Name: Board of Health

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| Effective Date: | _____ |
| Revision Date: | _____ |
| Approved By: | _____ |
| Date Approved: | _____ |

Policy Title: Orientation and Education for Board of Health Members

Policy:

Because Board members come from a variety of community groups and backgrounds they may have little knowledge of public health. By properly orienting new BOH members to their role and the functions of public health, they can better serve Health Services and Brunswick County. Ongoing training will aid Board members in broadening their knowledge in current health issues.

Purpose:

To orient new Board members so they can be effective and to ensure that all Board members remain current on health issues and best practices that affect Brunswick County.

Procedures:

1. Board members will receive orientation within the first year of their appointment.
 - a. Each Board member will meet with the Health & Human Services Director and/or Health Director to review the Board of Health handbook and the most recent Community Health Assessment or State of the County Health Report.
 - b. The Health Director is responsible for reviewing and updating the Board of Health handbook. The material included should be regularly updated and information replaced as appropriate.
2. Board members will participate in ongoing continuing education.
 - a. Board members will receive ongoing training related to the responsibilities and authority of the local board of health. It could also cover any relevant or emerging public health topic (such as isolation or quarantine authorities as related to an emerging infectious disease or updates to state environmental health rules). The training must include/highlight the BOH rule-making or other authority as it relates to that topic. On-going training can be done in groups, one on one, or through self-guided training and must occur at least once every 4-year accreditation cycle.

Approved and adopted by the Brunswick County Commissioners on _____.

Chair, Board of County Commissioners

Health Services Director