



Los Angeles County

**COLLEGE OF NURSING  
AND ALLIED HEALTH**

- ▶ School of Nursing
- ▶ Education & Consulting Services
- ▶ Allied Health Continuing Education

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## **POLICY AND PROCEDURE MANUAL FOREWORD**

The purpose of this manual is to provide a policy and procedure guide and reference source for College faculty and staff.

Faculty and staff are expected to use College, divisional, and LAC+USC Medical Center manuals and other County and Department of Health Services resources for information necessary to carry out their functions and responsibilities.

The College policy manual, which applies to all divisions of the College, provides guidance to each division in developing area specific policies and procedures. The policy manual will be revised and updated to reflect changes in practice. Each faculty and staff member contributes to this process. Policy development and revision adheres to College policy #100.

The Policy Manual is divided into sections. Many of these sections are further divided into subsections consistent with those used in the LAC+USC Medical Center Policy Manual. Within the sections and subsections, the policies are in numerical order.