



# Rancho Los Amigos National Rehabilitation Center

## DEPARTMENT OF NURSING

### ADMINISTRATIVE

### POLICY AND PROCEDURE

**SUBJECT:** PROFESSIONAL ADVANCEMENT OPPORTUNITIES  
FOR NURSING EMPLOYEES

**Policy No.:** A565  
**Effective Date:** 07/1999  
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**Policy Statement:** The Nursing Department promotes and encourages professional, clinical, and educational advancement opportunities for nursing staff.

**Policy Guidelines:** The following programs are in place to support nursing staff pursuing clinical, educational, and professional advancement:

- TUITION REIMBURSEMENT AND REIMBURSEMENT FOR NATIONAL SPECIALTY BOARD CERTIFICATION:**

This is a County-Wide program offered and operationally based on the allocation of necessary funds. Employees may get application materials through their Nurse Manager, Administrative Nursing Supervisors, or the Nurse Recruitment Office. Check with your Nurse Recruiter to see if funds are currently available.

Applications are available at DHS Website: <https://lacounty.sharepoint.com/sites/DHS>
- SCHOLARSHIP GRANTS:**

Information about currently available grants and scholarships can be obtained from the Nurse Recruitment Office.
- CAREER COUNSELING:**

Career counseling is available through the Recruitment Office department for staff interested in pursuing nursing or advanced nursing degrees.
- JOB OPPORTUNITIES:**

A list of open County examinations at Rancho is available online at <http://hr.lacounty.gov>  
For nursing department's vacancies refer to posting information located at the nursing recruitment office and in front of Nursing Resource Office
- SPECIALTY COURSES:**

Various programs have been developed to provide training and skills building experiences in specialty areas. More information is available through Rancho Los Amigos Clinical Professional Development (CPD) department.
- CERTIFICATION PROGRAMS:**

National nursing or healthcare related specialty certification is highly recommended and encouraged in clinical and administrative areas where it is available. Professional Development and Education Council (PDEC) in collaboration with CPD department will lead the department on various initiatives to promote access to professional education and certification programs.

7.    TRAVEL AND TRAINING:

The hospital provides funding as available each fiscal year to support important educational and training activities for staff. Applications for these funds can be obtained from Nursing Administration and the Nurse Recruitment Office.

8.    LEADERSHIP AND MANAGEMENT DEVELOPMENT PROGRAMS:

Various leadership and management development initiatives are provided by DHS and RLANRC for leadership and management skills development.

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**Revised by:**

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**References:**

MOU 2019, Registered Nurses Local 721 pages 156-159.

DHS Policy 701.301 National Specialty/Board Certification Reimbursement Program

RLANRC Administrative Policy and Procedure A204: Request for Approval of Travel and Training

Nursing Administrative Policy and Procedure A570: Travel and Training

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08/01 – Reviewed

09/09 – Revised

11/12 – Revised

06/16 – Revised

05/20 – Revised

09/22 – Reviewed