



RANCHO LOS AMIGOS NATIONAL REHABILITATION CENTER
Occupational Therapy and Recreation Therapy Department

POLICY AND PROCEDURE

SUBJECT: CONTINUING EDUCATION

Policy No.: 215
Revised: Dec 2015
Supersedes: November 2013
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PURPOSE:

To ensure that service delivery and other duties are performed effectively, safely and in keeping with current practice.

POLICY:

The Occupational Therapy and Recreation Therapy Department shall provide continuing education for staff within the limits of available resources, based upon an educational plan. The educational plan will be based on a compilation of goals identified on employees' annual performance evaluations and input on educational needs of the areas from managers/supervisors, the director and others. Interim educational needs may be addressed during the year.

TYPES OF CONTINUING EDUCATION:

1. In-house Education: Includes, but is not limited to: weekly section training meetings, service based training meetings, departmental equipment demonstrations, preceptor training, supervisory training, in-service training designated to meet special needs, training through continuing education workshops conducted for therapists in the community (e.g. muscle testing and mobile arm support workshops), monthly staff meetings.
2. Outside Continuing Education: Includes, but is not limited to: annual meetings of the American Occupational Therapy Association, Occupational Therapy Association of California, National Therapeutic Recreation Society, American Therapeutic Recreation Association, California Parks and Recreation Society Therapeutic Section, diagnostic related workshops and conferences (e.g. arthritis, head injury, gerontology, spinal cord injury, pediatrics), subject specific workshops (e.g. hand splinting, issues of cultural diversity, leisure skill modalities).

Director, Occupational Therapy and Recreation Therapy Department

Signature(s) On File