

COMPLIANCE BULLETIN

SUPPORTING HIGH QUALITY SERVICES THROUGH HIGH QUALITY STANDARDS

Bulletin #8

November 28, 2006

On-Line Compliance Training Certification

HHS A Policy M-3.1, "Compliance Training" requires all employees to receive annual training on the *HHS A Code of Conduct and Statement of Incompatible Activities*, as well as other compliance related issues. This year, all employees must complete the training no later than **January 31, 2007**. Along with the on-line course, each employee will receive a booklet containing the *HHS A Code of Conduct and Statement of Incompatible Activities*.

After completing the training, please sign the attached *Certification*, obtain your Supervisor's signature, and send via County mail to:

Compliance Office
Mailstop P-501

The on-line training can be accessed at the HHS A Training & Development website or by clicking on:

<http://10.32.14.63/default.asp>

IMPORTANT: The deadline for completing the training is **Wednesday, January 31, 2007**.

For questions, or for more information, please contact:

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***"An ethical workplace is your right...
and your responsibility"***



COMPLIANCE OFFICE
QUALITY ■ EFFICIENCY ■ INTEGRITY