

County Of San Diego
Health and Human Services Agency (HHSa)

**SUBJECT: HHSa Employee Compliance
Training**

NO: HHSa-M-3.1
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DATE: September 28, 2017

REFERENCE: State Agreements, U.S. Department of Health and Human Services, Office of Inspector General.

POLICY: In order to establish a formal and robust program which will act as an internal control measure, mitigating the potential for violations of health care and human services laws, regulations and ordinances, the Health and Human Services Agency (HHSa) shall maintain a Compliance Program with specific guidance over HHSa programs. The Agency Compliance Office shall be responsible for policy and procedures ensuring the following necessary Compliance Program training elements, at minimum, are established:

- All HHSa employees shall receive training on HHSa Compliance Program to include legal and ethical expectations and responsibility to report suspected misconduct
- Any significant updates to regulatory elements of the Compliance Program shall be disseminated to staff through an LMS training module

RESPONSIBILITIES: HHSa is committed to providing high-quality, cost effective health care and human services in compliance with all federal, State and local laws, regulations and ordinances. Violations of these laws, regulations and ordinances by HHSa employees, contractors or agents may expose HHSa to the risk of substantial penalties. The Agency Compliance Office is responsible for establishing policies and procedures to promote a working environment that fosters adherence to these requirements and demonstrates high ethical standards in carrying out the Mission, Vision and Values of HHSa.

PROCEDURES: See related procedures and forms at www.cosdcompliance.org.

QUESTIONS: HHSa Compliance Officer at 619-338-2807

Approved: _____


Christy Carlson, CCEP
Group Program Manager, Compliance