

Sixth District Department of Correctional Services POLICY	Issue Date 10/16/09	Effective Date 04/07/17	Policy Number 2311-17
Subject ANCHOR CENTER LICENSED SUBSTANCE ABUSE PROGRAM PERSONNEL ANNUAL REVIEWS		Review Month September	Author 0633 (RME)
Rescinds 2311-14	References		

POLICY:

All employees under the Treatment Services Division of the Sixth Judicial District of Correctional Services who are routinely assigned to provide services to the Anchor Outpatient Substance Abuse Program undergo a periodic review of their performance, no less frequently than on an annual basis.

PROCEDURE:

1. Staff is evaluated consistent with procedures detailed in Performance Review policy (031). Clinical Trainees are evaluated in manner and frequency according to their training program requirements or as articulated in the Performance Review policy, whichever occurs with greater frequency.

BY ORDER OF:

Bruce Vander Sanden, Director