

Region 3 Public Health Legal Series 2023-2024

Yadkin County Agricultural & Educational Building
Small Banquet Room
2051 Agricultural Way
Yadkinville, NC

Lunch will be provided
Classes capped at 25 people
\$10 registration fee (per each training)

Program Overview

Through the receipt of American Rescue Plan Act (ARPA) funds, NC Public Health Legal Training will be offered to Region 3 Local Health Department (LHD) staff. The course content was developed to educate LHD staff in the most relevant public health legal topics and is designed to prepare staff to respond to a variety of legal situations ranging from Communicable Disease Law to Litigation and Court Subpoenas. The series will be offered once a month on the last Tuesday of the month and are limited to 25 participants per training.

Series Dates:

- September 26, 2023 — Law 101, Working with Minors, Public Records Law and Records Request
- October 31, 2023 — NC Contracts, Financing and Purchasing, Respectful Workplace Training
- November 28, 2023 — Communicable Disease Law, First Amendment Auditors, Animal Control, Public Nuisance and Imminent Hazards, Service Animals in Government Buildings
- January 30, 2024 — Environmental Health Law, Respectful Workplace Training
- February 27, 2024 — Human Resources, HIPAA & Medical Confidentiality, Risk Management, At Home Burials
- March 26, 2024 — Public Records Law and Records Request, Board of Governance, Power and Authority of Health Directors, Human Resources
- April 30, 2024 — Law 101, Working with Minors, Public Records Law and Records Request
- May 21, 2024 — NC Contracts, Financing and Purchasing, Respectful Workplace Training

Provided by: Region 3 Public Health Workforce Development and Northwest Area Health Education Center (AHEC), a program of Wake Forest University School of Medicine and a part of the NC AHEC System.



Register online at www.northwestahec.org

Presenter

Northwest AHEC, in partnership with Region 3 Public Health Workforce Development, has contracted with Teague, Campbell, Dennis and Gorham law firm to facilitate the trainings. For more than 35 years, Teague Campbell has dedicated itself to the needs of local government. Teague Campbell attorneys represent cities and counties across the state at the administrative, trial, and appellate level. Their attorneys also regularly serve as acting attorney of record or as an extended legal department for our public sector clients.

Debra Bechtel will be the primary faculty member teaching the sessions and is based out of the Asheville, NC office.



Debra Bechtel
Of Counsel
B.A., University of Florida (*pre-med major with minor in education*)
J.D., University of Florida

- Former county attorney with over 25 years of experience working in a wide variety of areas, including NC public health.
- Served for 10 months as interim County Attorney for Alamance County and continued to serve as attorney for the Alamance County Public Health Department.
- Supports other local entity teams at the Firm.
- Actively involved with the NC Association of County Attorneys, International Municipal Lawyers Association, NC Association of Local Health Directors, and the NC 55 Opioid Committee and NC Opioid Allocation Taskforce.
- Former prosecutor with 36 jury trials (handled a variety of felonies as well as non-compliant TB and illegal tattoo cases).

Cost and Registration

\$ 10 — Registration fee for each training date.

Register and pay online at northwestahec.org or complete and return the attached registration form. Payment by credit card (Visa, MasterCard, American Express) is accepted online. Cash, money order, personal check, corporate check or WFBMC internal transfer is accepted in person or by mail.

Payment Policy: Payment is required on or before entrance into any Northwest AHEC activity. If a corporate payment has not been received before the activity start date, you will be required to provide a personal credit card or check. If and when the corporate payment has been received, Northwest AHEC will issue a full refund based on your original form of payment. To avoid personal payment, you should check with the financial staff at your organization to determine status of payment before the event date.

Refund Policy: Cancellations received in our office at least two weeks (14 business days) before the activity will receive a 100 percent refund. Registrants cancelling between two weeks and two full business days prior to the first day of the event will be refunded at 70 percent of the registration fee subject to a minimum \$25 cancellation fee. The registration fee will not be refunded if a cancellation is received less than two days before the activity. Cancellations must be in writing (email). You may send a substitute in your place.

When planning for an educational activity, registration fees are not based on credit hours or agenda. Registration fees are based on expenses such as equipment, technology services, staff, etc., and are not adjusted by issues such as cancellation of speakers or other unforeseen circumstances. Every effort will be given to ensure the activity is a success.

For More Information and Assistance

If you have questions about registering for this activity or need auxiliary aids or special services to attend, please contact Amanda Pearson at least five working days before the activity by calling 336-713-7715 or emailing awpearso@wakehealth.edu.

Region 3 Public Health Legal Series Agendas and Session Descriptions

Law 101, Working with Minors, Public Records Law and Records Request

September 26, 2023

Agenda

8:45 am	Registration
9 am	Law 101
12:15 pm	Lunch
1 pm	Working with Minors
2:15 pm	Public Records Law and Records Request
3:45 pm	Adjourn

5.75 Contact Hours from Northwest AHEC

Upon completion of the activity, participants should be better able to:

- Review how the court system works, different types of court, affidavits and a focus on helping employees learn to improve how they testify.
- Identify when parental consent is required and when it isn't required.
- Discuss emancipation and in loco parentis.
- Explain the law, managing responses, evaluating costs, and how to try and narrow the scope of requests.

Register for this session at www.nwahec.org/71172

NC Contracts, Financing and Purchasing, Respectful Workplace Training

October 31, 2023

Agenda

8:45 am	Registration
9 am	NC Contracts
10:45 am	Break
11am	Financing and Purchasing
12:15 pm	Lunch
1pm	Respectful Workplace Training
4 pm	Adjourn

6.0 Contact Hours from Northwest AHEC

Upon completion of the activity, participants should be better able to:

- Review basic contract requirements, mandatory language and clauses, important language and clauses, and language to avoid, all as it relates to local government and public health.
- Discuss RFPs, RFQs, purchasing laws, piggybacking, local revenue - property and sales tax.
- Identify and prevent unlawful workplace harassment, how to receive and respond to a complaint, the investigation process and how to implement your workplace policies and procedures.

Register for this session at www.nwahec.org/71173

Region 3 Public Health Legal Series Agendas and Session Descriptions

Communicable Disease Law, First Amendment Auditors, Animal Control, Public Nuisance and Imminent Hazards, Service Animals in Government Buildings

November 28, 2023

Agenda

8:45 am	Registration
9 am	Communicable Disease Law
11:15 am	First Amendment Auditors
12:15 pm	Lunch
1 pm	Animal Control
2:15 pm	Public Nuisance and Imminent Hazards
3:15 pm	Service Animals in Government Buildings
4 pm	Adjourn

5.75 Contact Hours from Northwest AHEC

Upon completion of the activity, participants should be better able to:

- Explain bloodborne pathogen exposure, immunization law, and isolation and quarantine powers, including intersection with the homeless population.
- Describe what goes into a Complaint, a Court Order, obtaining legal service on a defendant, and pursuing criminal and/or civil court action as necessary.
- Discuss how to respond to first amendment auditors, what not to do, and surveying your public health space to increase confidentiality for employees and patients.
- Recognize biting animals, rabies, and when to quarantine.
- Identify public health nuisances and imminent hazards: the law, issues and options for health directors to consider when looking at either of these issues.
- Summarize the law related to service animals, emotional support animals, and how to deal with related issues.

Register for this session at www.nwahec.org/71174

Environmental Health Law, Respectful Workplace Training

January 30, 2024

Agenda

8:45 am	Registration
9:00 am	Environmental Health Law
12:15 pm	Lunch
1 pm	Respectful Workplace Training
4 pm	Adjourn

6.25 Contact Hours from Northwest AHEC

Upon completion of the activity, participants should be better able to:

- Describe environmental health liability and public health remedies including: well, septic, food and lodging, and tattoos.
- Identify and prevent unlawful workplace harassment, how to receive and respond to a complaint, the investigation process and how to implement your workplace policies and procedures.

Register for this session at www.nwahec.org/71177

Region 3 Public Health Legal Series Agendas and Session Descriptions

Human Resources, HIPAA & Medical Confidentiality, Risk Management, At Home Burials

February 27, 2024

Agenda

8:45 am	Registration
9 am	Human Resources
11 am	Break
11:15 am	HIPAA & Medical Confidentiality
12:45 pm	Lunch
1:30 pm	Risk Management
2:45 pm	Break
3 pm	At Home Burials
3:30 pm	Adjourn

5.25 Contact Hours from Northwest AHEC

Upon completion of the activity, participants should be better able to:

- Discuss safety concerns, training for employees, lockdown drills, planning, as well as employer limitations. Both 50B and 50C orders will be discussed.
- Review records retention schedule and records release, medical information release forms, and response to subpoenas.
- Describe how to create and implement risk management plans to reduce employee and patient health risks, as well as financial and liability risks.
- Explain the rules and regulations related to at home burials.

Register for this session at www.nwahec.org/71178

Public Records Law and Records Request, Board of Governance, Power and Authority of Health Directors, Human Resources

March 26, 2024

Agenda

8:45 am	Registration
9 am	Public Records Law and Records Request
10:30 am	Break
10:45 am	Board of Governance
12 pm	Lunch
12:45 pm	Power and Authority of Health Directors
2 pm	Human Resources
4 pm	Adjourn

5.75 Contact Hours from Northwest AHEC

Upon completion of the activity, participants should be better able to:

- Explain the law, managing responses, evaluating costs, and how to try and narrow the scope of requests.
- Describe Board of Health Authority, operating procedures, appointments, Open Meetings Law, and closed sessions.
- Identify what Health Directors can do and how; what Health Directors can't do and why.
- Discuss safety concerns, training for employees, lockdown drills, planning, as well as employer limitations. Both 50B and 50C orders will be discussed.

Register for this session at www.nwahec.org/71179

Region 3 Public Health Legal Series Agendas and Session Descriptions

Law 101, Working with Minors, Public Records Law and Records Request

April 30, 2024

Agenda

8:45 am	Registration
9 am	Law 101
12:15 pm	Lunch
1 pm	Working with Minors
2:15 pm	Public Records Law and Records Request
3:45 pm	Adjourn

5.75 Contact Hours from Northwest AHEC

Upon completion of the activity, participants should be better able to:

- Review how the court system works, different types of court, affidavits and a focus on helping employees learn to improve how they testify.
- Identify when parental consent is required and when it isn't required.
- Discuss emancipation and in loco parenti.
- Explain the law, managing responses, evaluating costs, and how to try and narrow the scope of requests.

Register for this session at www.nwahec.org/71180

NC Contracts, Financing and Purchasing, Respectful Workplace Training

May 21, 2024

Agenda

8:45 am	Registration
9 am	NC Contracts
11 am	Financing and Purchasing
12:15 pm	Lunch
1 pm	Respectful Workplace Training
4pm	Adjourn

6.0 Contact Hours from Northwest AHEC

Upon completion of the activity, participants should be better able to:

- Review basic contract requirements, mandatory language and clauses, important language and clauses, and language to avoid, all as it relates to local government and public health.
- Discuss RFPs, RFQs, purchasing laws, piggybacking, local revenue - property and sales tax.
- Identify and prevent unlawful workplace harassment, how to receive and respond to a complaint, the investigation process and how to implement your workplace policies and procedures.

Register for this session at www.nwahec.org/71181

Registration Form

Region 3 Public Health Legal Series

Yadkin County Agricultural & Educational Building, 2051 Agricultural Way, Yadkinville

Register online at www.nwahec.org

Please be sure to indicate which dates you would like to attend at \$10 per date.

- \$10 — Registration fee per each training date. (Please indicate date(s) below)
- September 26, 2023 — Law 101, Working with Minors, Public Records Law and Records Request
- October 31, 2023 — NC Contracts, Financing and Purchasing, Respectful Workplace Training
- November 28, 2023— Communicable Disease Law, First Amendment Auditors, Animal Control, Public Nuisance and Imminent Hazards, Service Animals in Government Buildings
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Primary phone # (last 4 digits only):

First Name MI Last Degrees (e.g., MD)

Profession Job Title

Home Address City State Zip County

Home Phone Cell Phone

Employer

Employer Address City State Zip County

Employer phone Employer Fax
Email Required:

- Preferred Email Home Email Work Email

By providing your fax number, email address and telephone number, you have granted permission for us to contact you via the numbers and address indicated.

Three Ways to Register:

- Register online at www.nwahec.org (Recommended)

- Atrium Health Internal Transfer:

_____ Project _____

Comp OpUnit Cost Cntr Natrl Acct Program Fund

****Internal Transfer can now be used with online registration link****

- Employer will make payment. Supervisor completes below and faxes registration to 336-713-7701.

Supervisor's Name (Printed) Signature Phone

By signing, I am certifying that agency payment will follow. If you have a balance due and do not attend or send a substitute, you will be invoiced for the full program fee.