

		<h2>Public Health</h2>
Policy Name:	Public Contact with the Durham County Board of Health	
Policy Number:	BOH-003	
Effective Date:	01/13/2011	

**Purpose:**

The purpose of this policy is to establish the guidelines regarding any communication between the general public (media not included) and the Durham County Board of Health (BOH). The scope of this policy applies to all members of the Durham County Department of Public Health (DCoDPH) workforce.

**Policy/Procedures:**

Any written or oral request from the general public to a member of the BOH pertaining to any aspect of program or operations of the DCoDPH should be submitted to the Public Health Director for follow up and resolution. The Public Health Director's response to the request should be reported to the BOH. This policy is intended to keep the Public Health Director and BOH informed of such contacts.

**References:**

N/A

CHANGE HISTORY:

Version	Date	Comments
A	01/13/2011	Original document.
	01/13/2012	Reviewed and approved by the BOH
	01/13/2013	Reviewed and approved by the BOH
	12/11/2014	Reviewed and Approved by the BOH
	12/12/2015	Reviewed and Approved by the BOH
	8/10/2017	Revision to the BOH Policy on Policies, to set the annual policy review period to the first quarter (July –September) of each new fiscal year.
Annual Review Due Dates	01/13/2012; 01/13/2013; 12/12/2013; 12/11/2014; 12/11/2015; 8/10/2017; 10/2/2018; 08/30/2019	

<p>Approved By:</p> <p>_____</p> <p>Chair, Board of Health</p> <p>_____</p> <p>Interim Health Director</p>	<p>Program Area(s) Affected:</p> <p>Durham County Department of Public Health</p> <p>Durham County Citizens</p>
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