

MUSKEGON COUNTY BOARD OF COMMISSIONERS
DEVELOPMENT OF REGISTERED DIETICIANS

Policy

#2012-159

Approval Date: April 10, 2012

Policy:

In order to develop Registered Dieticians from among the ranks of otherwise qualified full-time employees currently working in a department with the need for Registered Dietician services, certain employees may be authorized to participate in a Dietetics Internship that will permit them to complete the course requirements and take the examination to become a Registered Dietician. Under this Policy, the employee may be authorized to continue being a full-time employee of the County while completing the part-time Dietetics Internship. The Dietetics Internship does require that the employee is away from his/her job responsibilities for a period of time, currently fourteen (14) weeks under the available program. This policy allows salary continuance for the employee during this time through a contract binding the employee to two (2) years service to County employment following achievement of Registered Dietician status.

A. Eligibility

1. The employee is currently working in a Muskegon County department which requires the services of a Registered Dietician.
2. The employee must be authorized to participate by the Department Director. The Department Director is not required to allow or offer this opportunity. The determination by the Department Director will be based on the best interest of the Department.
3. The employee must meet the educational qualifications to participate in the part-time Dietetic Internship and get him/herself accepted into the program.

B. Benefits and Obligations

1. The employee must find his/her own method of paying the cost for the Dietetic Internship.
2. The employee will be granted a leave of absence from County service to complete the portions of the Internship that require full-time experience in the Internship program. Employee benefits will be continued during such a leave of absence, with the employee contributing their usual share for these benefits.

3. The Department and the employee will execute a written contract binding the employee to County service for a period of two (2) years following the achievement of Registered Dietician status, at the Department's discretion.
4. The County, may at its discretion, provide salary continuance during the leave of absence for the Internship. The County may use grant money for this period if the grant or sub-grant permits salary continuance as an allowable cost of the grant or sub-grant.
5. The written contract between the Department and employee will provide that, should the employee breach the contract, that the County will recover the cost of benefits and/or salary received by the employee during the leave of absence, adjusted for the actual time of service provided by the employee to the Department following achievement of Registered Dietician status.
6. The employee must finish the Internship and take the Registered Dietician examination within six (6) months after completion of the Internship, and pass the Registered Dietician examination no later than one (1) year after the completion of the Internship.
7. Any time that the employee spends in the employee's home Department will be considered as regular work, and not counted as salary or benefits that are subject to recovery by the County.

Motion by Plummer, second by Engle, to adopt the foregoing policy at a regular meeting of the Muskegon County Board of Commissioners held April 10, 2012 at 3:30 PM.

AYES: Collins, Cross, Derezinski, Engle, Jager, Longmire, Mahoney, Plummer, Scolnik, Snider, Wilkins

NAYS: None.

I, Nancy A. Waters, Clerk of Muskegon County, State of Michigan, do hereby certify that the above is a true and correct copy of a policy adopted by the Muskegon County Board of Commissioners at the April 10, 2012, regular meeting, in testimony whereof, I have hereunto set my hand and affixed the seal of my office this 13th day of April of 2012.

I HEREBY CERTIFY this to be a true and correct copy of the original on file with the office of COUNTY CLERK.

This Certified Copy VALID Only When SEAL and RED SIGNATURE Are Affixed.

Nancy A. Waters

MUSKEGON COUNTY CLERK

Nancy A. Waters April 13, 2012