



**Chatham County  
Board of Commissioners  
Agenda Abstract**

**Item Number:**

**Meeting Date:**

02-18-08

**Part A**

**Subject:** Consideration of a request to accept \$400.00 reimbursement funds to the Health Department from the Division of Public Health, Public Health Nursing & Professional Development.

**Action Requested:** Motion to accept \$400.00 reimbursement funds to the Health Department.

**Attachments:**  
A. Reimbursement Request  
B. Certificate of Completion

**Submitted By:**

*Holly Coleman*

Holly Coleman, MS, RS  
Public Health Director  
Chatham County Health Department

1/22/08  
Date

**County Manager Review:**

\_\_\_\_\_  
Charlie Horne, County Manager

\_\_\_\_\_  
Date

**This abstract requires review by:**

**County Attorney** \_\_\_\_\_  
Date Reviewed

**Finance Officer** \_\_\_\_\_  
Date Reviewed

**Budget Officer** \_\_\_\_\_  
Date Reviewed



**Chatham County  
Board of Commissioners  
Agenda Abstract**

**Item Number:**  
**Meeting Date:**  
**02-18-08**

**Part B**

**Introduction & Background:**

The Chatham County Public Health Department is requesting reimbursement from the State for training provided to Stacey Laughrey, RN by the Public Health Nursing & Professional Development.

**Discussion & Analysis:**

The requested reimbursement funds will be allocated to cover training expenses for continuing nurse education. Stacey Laughrey, RN completed training on the Introduction to Principles and Practices of Public Health and Public Health Nursing per attached certificate

**Budgetary Impact:**

The Health Department would utilize the funds as recommended by the state for nursing training.

NO LOCAL FUNDING REQUESTED.

**Recommendation:**

Motion to accept \$400.00 reimbursement funds to the Health Department.

# CONSOLIDATED AGREEMENT Public Health Nursing Training Funds Reimbursement Request

Public Health Nursing &  
Professional Development  
Office, Section, or Branch

N/A

Contract Number

Chatham

Contractor (County Name)

Public Health Nurse Training

Activity

Name(s) of Participant(s)

Course attended

Date Attended (Mo. & Yr.)

Stacey Laughrey

Intro. to Principles &  
Practices of Public Health  
& Public Health Nursing

Sept, 2007

Oct, 2007

\*Amount Requested: \$ 400.00

Health Director Signature

Date

Denise Estridge

Contact Person Signature

(919) 545-8815

Telephone Number

This form is to be used when requesting reimbursement. Submit this reimbursement request directly to:

Public Health Nursing & Professional Development  
DHHS - Division of Public Health  
1916 Mail Service Center  
Raleigh, NC 27699-1916

Reviewed by:

**NC Department of Health and Human Services**  
**Public Health Nursing & Professional Development**

**Documentation of Completion**

**Name:** Stacey Laughrey  
**Title:** Introduction to Principles and Practices  
of Public Health and Public Health Nursing  
**Location:** Videoconference + Durham, North Carolina  
**Dates:** September 10, 17 and 24 and October 1-3, 2007  
**Contact Hours Awarded:** 21.0  
**Approval Number:** 032-0294E

Public Health Nursing and Professional Development, Department of Health and Human Services, is a provider of continuing nursing education by the North Carolina Nurses Association, an accredited approver by the American Nurses Credentialing Center's Commission on Accreditation.

**Authorization**

**Name of Provider:** Public Health Nursing  
& Professional Development  
1916 Mail Service Center  
Raleigh, NC 27699-1916

**Signature:**  
**Title:**


*Hazel Browning Moore*  
Hazel Browning Moore, MSN, RN  
Continuing Education Specialist



North Carolina Department of Health and Human Services  
Division of Public Health • Public Health Nursing & Professional Development  
1916 Mail Service Center • Raleigh, North Carolina 27699-1916  
Tel 919-707-5130 • Fax 919-870-4833

Michael F. Easley, Governor  
Carmen Hooker Odom, Secretary

Leah Devlin, DDS, MPH  
State Health Director

**TO:** Local Health Directors and Nursing Directors  
**FROM:** Joy F. Reed, EdD, RN   
Branch Head, Local Technical Assistance and Training  
**DATE:** February 15, 2007  
**SUBJECT:** Public Health Nurse Training Funds

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The protocol for reimbursement under the Public Health Nurse Training Funds is an integral component in the 2007-08 Consolidated Agreement with each local health department (see B-12 Funding Stipulations in the Consolidated Agreement). In order to be reimbursed from the training funds, the attached form (DHHS 3300) will need to be completed for individuals for whom the agency is requesting reimbursement.

1. County name
2. Name(s) of Participant(s)
3. Title of Course attended
4. Dates of attendance (month and year)
5. Amount requested
6. Health Director's signature and date
7. Name and telephone number of person preparing the form DHHS 3300

You may request reimbursement upon notification of *successful completion* of the Introduction to Principles and Practices of Public Health and Public Health Nursing course (reimbursement is \$400), the Management and Supervision for Public Health Nurse Supervisors and Directors course (reimbursement is \$600), or a management training/institute course approved as outlined in item B-12c of the Funding Stipulations in the Consolidated Agreement (maximum reimbursement of tuition/registration paid).

*All reimbursements are based on availability of funds.*

Please submit the completed form directly to Public Health Nursing and Professional Development, 1916 Mail Service Center, Raleigh, NC 27699-1916.

Attachment: Form DHHS 3300



North Carolina Public Health  
Working for a healthier and safer North Carolina  
Everywhere. Everyday. Everybody.

Location: 5605 Six Forks Rd. • Raleigh, NC 27609-3811

