



California State Council

# POLICY AND PROCEDURE

<b>Title:</b> State Supported TNCC and ENPC Courses	<b>Number:</b>
<b>Cross Reference:</b>	
<b>Approved by:</b> California ENA Board of Directors	<b>Origination Date:</b> 08/01/2016
<b>Review Date(s):</b>	<b>Approval Date:</b> 01/12/2017
	<b>Revision Date:</b>

## **I. POLICY PURPOSE:**

The purpose of this policy is to provide direction to the California State Council Emergency Nurses Association’s (Cal ENA’s) Pediatric Committee and Trauma Committee to encourage State Council-supported ENPC/TNCC Provider and Instructor Courses.

## **II. POLICY BACKGROUND:**

Cal ENA has already demonstrated its commitment to pediatric and trauma nursing education. Without being written in policy, Cal ENA has sponsored ENPC/TNCC Instructor classes. Cal ENA has also reimbursed expenses for both committees to offer ENPC/TNCC Provider courses. Through this policy, Cal ENA reaffirms its commitment to supporting State Council-supported education.

## **III. PROTOCOL:**

1. The Chairpersons of the Trauma Committee and the Pediatric Committee shall be responsible for identifying the location of current course instructors, directors, and instructor-faculty for their respective courses. Areas in need of courses will be identified and given priority for Cal ENA-supported courses. Current course directors should be encouraged to continue providing both provider and instructor courses. Course directors planning a course in their area are asked to notify the Chairperson for that particular course as soon as possible to avoid the possibility of two or more concurrent courses within the same region.
2. The Chairpersons of the Trauma Committee and the Pediatric Committee shall be responsible for identifying a core group of instructors and course directors for each region of the state who would be “first responders” to direct and/or teach the Cal ENA-supported provider and/or instructor courses. If a region’s core group members are not able to assist with the course due to schedule restraints, then other faculty from other regions may be asked to assist. Each region’s core group of instructors will be asked to decide on a date and location for their region’s course and the appropriate state chairperson will facilitate this process.



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3. The Chairpersons of the Trauma Committee and the Pediatric Committee shall submit proposals to the Cal ENA Board of Directors for funding approval. Funding may include, but may not be limited to, the following examples:
  - a. Indirect fees
  - b. Instructor honoraria
  - c. Instructor travel expenses, which may include airfare OR mileage, hotel accommodations, and/or per diem.
4. The Cal ENA Board of Directors shall retain the authority to approve and amend funding proposals submitted by the Chairpersons of the Pediatric and Trauma Committees.