



## Disciplinary Procedures



**Policy A-HR-15**

**September 15, 2005**  
**Revised September 24, 2014**

**Purpose:** Occasionally employees violate policies, procedures, or standard accepted business practices in the workplace. The procedure outlined in this policy allows infractions to be addressed and resolved through a formal structure designed to strengthen employee performance with the ultimate goal of achieving an efficient customer oriented work environment.

**Policy:** Three Rivers District Health Department will adhere to the disciplinary procedures as outlined in 902 KAR 8:100. This policy serves as a tool to change unacceptable employee behavior by addressing the behavior and offering reinforcement, to attain acceptable behavior. .

**Procedure:**

- I. All disciplinary actions shall be administered in accordance with Kentucky Administrative Regulations as found in 902 KAR 8:100 Disciplinary procedures applicable for local health department.

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**District Director**

**Date**

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**Chairperson, Three Rivers District Board of Health**

**Date**