

**DEPARTMENT OF HEALTH  
NURSING CARE QUALITY ASSURANCE COMMISSION**

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**WHPS Procedure Summary 25.01: Outreach and Education**

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Washington Health Professional Services (WHPS) provides education and outreach to employers and employees in healthcare, professional organizations, drug courts, educational facilities and the Department of Health. The desired outcome of these efforts is to protect the public by facilitating awareness and understanding of the disease of addiction, encouraging organizations and individuals to recognize WHPS as a resource, and to increase the utilization of the program by impaired providers.

**SUMMARY**

1. Nursing Care Quality Assurance Commission (NCQAC) and the WHPS Director will:
  - A. Identify organizations that would benefit from WHPS services.
  - B. Conduct needs analysis to identify target audiences.
  - C. Contact rural employers and offer consultation services.
  - D. Develop and facilitate educational presentations.
  - E. Develop and maintain a user friendly WHPS web-site.
  - F. Build and maintain a collaborative relationship with monitoring programs in Washington and other states.
  - G. Provide annual education plans and reports to include resources of time and staff.
  - H. Develop education and outreach goals.
  - I. Provide dates and locations of proposed education activities or offerings.
  - J. Determine the type and length of education to be provided such as orientation or formal workshop.
  - K. Determine educational methods: onsite, PowerPoint presentations, e-media offerings, written materials provided, e.g., flyers, brochures, research materials.
  - L. Request any formal contact hours in nursing to be awarded.
  - M. Determine methods of evaluation (posttest, written evaluations)
  - N. Suggest available resources for both materials and offerings.