



NW Face and Body Training and Compliance Policy

NW Face and Body (“NW Face”) maintains internal compliance policies and hosts various training presentations for its employees to maintain compliance with state and federal laws and regulations, and to reaffirm its commitment to providing best patient practices and promoting patient safety.

It is each employee’s individual responsibility to be familiar with all current/existing policies and procedures at NW Face. NW Face shall make all policies and procedures available for employees’ review in the NW Face Policy Handbook at the outset of employment. Please ask the CEO, if you would like to review a specific policy or procedure for further review.

At a minimum, all employees must remain familiar with the following policies, procedures, and training modules:

- Social Media Web Posting Policy
- Dysport and Botox Policy
- Information Handling Practices – Guidelines
- Notice re Recommended Medication Mixtures
- Patient Tardiness Policy
- Prescription and Minor Wound Intervention FAQ
- Training and Compliance Policy
- Independent Contractor Social Media Policy
- Fridge Temperature Policy
- Patient Review Communications Policy
- Marketing Policy – Photographs and Videos of Patients
- Policy on Consumer Rewards Programs
- Responding to Patient Reviews (Training)
- HIPAA Privacy and Security Policies
- HIPAA and Confidentiality: Overview (Training)
- HIPAA Privacy and Security Training Quiz (Training)
- HIPAA Training for ASC Staff (Training)
- Consumer Protection Act: Overview (Training)
- Consumer Review Fairness Act: Overview (Training)

Failure to adhere not or follow the above policies, procedures, and/or training modules may result in discipline, up to and including termination.

Signature: _____

Name (Print): _____

Date: _____