



SAN BERNARDINO COUNTY POLICY MANUAL

No. 11-18

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EFFECTIVE DATE January 27, 2026

POLICY: DELEGATED AUTHORITY – NON-FINANCIAL STUDENT INTERNSHIP AND AFFILIATION PROGRAMS

APPROVED

DAWN ROWE

Chair, Board of Supervisors

POLICY STATEMENT AND PURPOSE

It is the policy of the Board of Supervisors (Board) that the County Chief Executive Officer is authorized to approve non-financial agreements, affiliation agreements, or revenue affiliation agreements with accredited educational institutions for student internship programs, educational experiences, or clinical training. The Arrowhead Regional Medical Center (ARMC) Chief Executive Officer is authorized to approve non-financial agreements, affiliation agreements, or revenue affiliation agreements as it relates to ARMC for clinical training of students and physician residents/fellows.

DEPARTMENTS AFFECTED

Board of Supervisors, all County Agencies, Departments, Board-Governed Special Districts, and Board-Governed Entities.

DEFINITIONS

Affiliation Agreement – Agreement with an accredited educational institution, hospital, clinic, or healthcare facility that establishes terms and conditions under which students, physician residents, or fellows may participate in educational experiences, internships or clinical training.

Educational Development – Enhances student, physician residents, or fellow learning and academic growth by building knowledge through structured programs, curricula, and experiences.

Educational Institution – An accredited educational institution in good standing with their respective accrediting or governing body that provides classes or programs leading to a recognized credential, certificate or degree.

Non-Standard Contract Language (Non-Standard Terms) – Contract terms that deviate from the County's standard contract language approved by Purchasing, County Counsel, and Risk Management per County Policy 11-05.

Revenue Agreement – This refers to an affiliation agreement with an an accredited educational institution, hospital, clinic, or healthcare facility where payment is made to the County by the educational institution, hospital, clinic, or healthcare facility for the expenses incurred by the County to provide educational development and workforce development programs to students, physician residents, or fellows.

Workforce Development – Education, training and practical experiences to assist individuals with career-related skills, abilities and competencies.

POLICY AMPLIFICATION

The Board authorizes the County Chief Executive Officer to approve and execute non-financial agreements, affiliation agreements or revenue affiliation agreements, including those agreements with Non-Standard Terms, with accredited Educational Institutions for student internship programs, educational experiences or clinical training, subject to consultation with County Risk Management (if applicable) and County Counsel.

The Board also authorizes the ARMC Chief Executive Officer to approve and execute non-financial agreements, affiliation agreements, or revenue affiliation agreements related to ARMC, including agreements with Non-Standard Terms, for student internship programs, educational experiences or clinical training of students and physician residents/fellows, subject to consultation with County Risk Management (if applicable) and County Counsel.

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These agreements shall support educational and workforce development purposes.

LEAD DEPARTMENT

County Administrative Office

APPROVAL HISTORY

Adopted January 27, 2026 (Item No. XX)

REVIEW DATES

January 2031