

TEXAS TECH UNIVERSITY HEALTH SCIENCES CENTER

Operating Policy and Procedure

HSC OP: 10.01, **Operating Policies and Procedures for TTUHSC**

PURPOSE: The Health Sciences Center Operating Policy and Procedure (HSC OP) system was instituted in order to standardize TTUHSC policies and procedures and to provide a consistent and coherent method of defining TTUHSC policies. The system is intended to:

1. Provide a TTUHSC-wide pattern for developing policies and procedures;
 2. Outline a standard format for policies and procedures;
 3. Provide a standard format for policies and procedures; and
- chancellor the operating policies, procedures, rules, and regulations for the governance of provided that any policy, procedure, rule, or regulation in any such institutional operating

- c. The REVIEW section should define the individual(s) responsible for reviewing the HSC OP and the date the review takes place.
 - d. The POLICY/PROCEDURE section should explain the specifics (who, what, when, where, how, and why) of the policy/procedure.
 - e. The heading and format of all HSC OPs should be similar to this document.
3. **Development of a New HSC OP.**
- a.

