3-04/050.00 - Corrective Action Plans

Pursuant to protocols established by the Los Angeles County Board of Supervisors, in lawsuits where the liability settlement or judgment exceeds $100,000, a Corrective Action Plan (CAP) (confidential document) and a Summary Corrective Action Plan (SCAP) (a public record) must be produced. The Summary Corrective Action Plan (SCAP) mirrors the Corrective Action Plan, but removes all confidential information and is intended as a public document that will be posted on the Board of Supervisors agenda.

Corrective Action Plans will be produced and developed by the concerned division chief, area commanders, and unit commanders. The premise behind this process is that those units closest to the issues at hand can best rectify any remedial action needed and emphasize the importance of risk management to line level personnel. Risk Management Bureau will assist the divisions and units by providing guidance as well as managing and coordinating the Corrective Action Plan process.