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this manual helps medium and large law firms increase productivity by providing a model manual for law office policies and procedures the book an updated and expanded version of the previous fourth edition is divided into seventeen sections covering such topics as law office organization management and administration support personnel office policies personnel policies and benefits office security and emergency procedures financial management file systems technology and communications systems the book contains numerous sample forms and documents as well as extensive bibliographies a cd containing the entire text of the manual is included allowing customization of the manual for particular user needs

this book aims to make a theoretical empirical and prescriptive contribution to the contemporary study of policy transfer in the first regard it observes that despite bold claims to the contrary see dolowitz and marsh 1996 and evans ed 2010 most studies of policy transfer are characterised by their mono cultural understanding of the process of policy oriented learning reflected in an obsession with the destination of transfer rather than its original policy setting or settings this betrays an absence of strong comparative investigation of the process of learning moreover existing approaches to the study of policy transfer networks the process of policy learning are limited by their narrow epistemological perspectives as in the main they tend to lend undue focus on actors ideas interests or structure following the work of marsh and smith on policy networks 2000 this book contends that these elements cannot be separately analyzed it therefore advances an interactive model of policy transfer networks that investigates the process of learning through three interactive dimensions between structure and agents network and context and network and outcome the book second main contribution the presentation of original case study explorations of the role of policy transfer in facilitating the rise of the quasi competition state the book contends that policy transfer has become a key policy instrument in the process of transition from a command to a market socialist economy and latterly to what may be termed a quasi competition state indeed in order to meet the perceived imperatives of state transformation the reform and open door policy has been featured by a broad range of processes of policy learning it is however beyond the scope of this book to present a comprehensive description and explanation of this complex and multi faceted reform process rather the aim of this account is to provide an examination of the ingredients of rational policy transfer which can hopefully belp guide future chinese policy makers to more pr

this book examines how child protection law has been shaped by the transition to late modernity and how it copes with the ever changing concept of risk the book traces the evolution of the contemporary child protection system through historical changes assessing the factors that have influenced the development of legal responses to abuse over a 130 year period it does so by focussing on the republic of ireland where child protection has become emblematic of wider social change the work draws on a wide range of primary and secondary sources including legislation case law and official and media reports of child protection inquiries it also utilises insights developed through an extensive examination of parliamentary debates on child protection matters these materials are assessed through the lens of critical discourse analysis to explore the relationship between law social policy and social theory as they effect child protection while the book utilises primarily irish sources this multidisciplinary approach ensures the argument has international applicability the book will be a valuable resource for all those with an interest in the development of child protection law

the most comprehensive medical assisting resource available kinn s the medical assistant 11th edition provides unparalleled coverage of the practical real world administrative and clinical skills essential to your success in health care kinn s 11th edition combines current reliable content with innovative support tools to deliver an engaging learning experience and help you confidently prepare for today s

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this edited book provides a hard hitting and deliberately provocative overview of the relationship between evidence policy and practice how policy is implemented and how research can and should influence the policy process it critiques the notion of evidence based practice suggesting instead a more inclusive idea of knowledge base practice based in part on the lived experience of service users it will be of interest to everyone in health and social care policy practice and research

regional policy and planning in europe explores the ways regional policy and planning systems across europe have been influenced by economic and monetary union the impending enlargement of the european union the devolution of administrative power from central government to regional authorities the increased importance of environmental and urban issues presenting a comprehensive overview of the economic basis of integration this book examines the evolution of various systems of government planning and forms of devolution

the globalization of business is a relatively new process although its influence on work employment the labour process and the management process has become increasingly significant little is known about these developments in order to redress this imbalance this book provides evidence of the nature and degree of significance that globalization holds for nation states cultures trade unions employees and business management underlying the various contributions is a focus upon the varied and complex nature of internationalism in the business world

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students to issues relating to core procedures e g that they should make notes in the patient s record don personal protective equipment or watch for moisture contamination key terms are accompanied by phonetic pronunciations highlighted within the text and defined in boxes on the same or facing page critical thinking questions end each chapter with mini case scenarios and application style questions learning and performance outcomes in each chapter set goals for what students will accomplish and also serve as checkpoints for comprehension skills mastery and study tools for exam preparation summary tables and boxes make it easy to review key concepts and procedures recall boxes appear after sections of text and include questions to ensure that students understand the material cdc boxes cite the latest recommendations for infection control and summarize regulations eye to the future boxes introduce cutting edge research future trends and topics legal and ethical implications boxes focus on the behaviors that dental assistants will need to practice to protect themselves their patients and the practices for which they work patient education boxes summarize content within the context of patient education take away points a glossary provides a quick and handy way to look up terminology with chapter references indicating where terms are introduced and discussed within chapters

special edition of the federal register containing a codification of documents of general applicability and future effect with ancillaries

in the last few years social media has become the primary way of communicating not only among friends and colleagues but also between employers and employees and between companies and consumers for employers the phenomenon offers great opportunities but also concomitant dangers due primarily to use of social media by employees and employees representatives written in the context of employment laws as well as privacy laws this book surveys the state of the law in over thirty key jurisdictions including most of the developed countries of europe asia and north america and major developing countries worldwide the publication arose from a seminar prepared by the editors and others at which it was clearly identified that internationally operating employers need a comprehensive and user friendly multinational summary on employment and labour law questions arising in connection with the use of social media the book is divided into country chapters each written by a known local specialist in order to easily navigate through the issues for each country the chapters follow a uniform structure covering the applicable statutory regimes case law useful checklists and recommendations among the issues and topics dealt with are the following employees entitlement to use social media at the workplace whether employers can require the use of social media by employees right of employers to monitor employees use of social media outside the workplace employers potential liability for employees misuse of social media right of employee representatives to use employers equipment for social media purposes employers remedies against misuse of social media by employees and employee representatives development and drafting of a social media policy and role of social media in employer employee disputes no other publication exists providing interested parties with a practical and strategic guide to legal issues affecting the use of social media in the workplace with its easy to use country by country format and its expert recommendations thi

this book comes up with the contested leviathan framework to describe the essence of malaysia's political economy the framework is developed from tracing malaysia's political economy over approximately 157 years 1800 1957 and tested against the many issues confronting post colonial malaysia using concepts of timing sequence path dependence and increasing returns the book explains that malaysia's political economy is the result of deep institutional processes not a contrived act that was hatched at the point of independence the book explains that whilst british administration made short term rational choices it failed to take into consideration the path dependent nature of policy choices and their long term unintended consequences that preserved malaysia's terms of reference and produced autonomous communities with mutually exclusive political economic and social institutions these institutional qualities made it imperative for actors at some point to embark on some form of power sharing arrangement applying the contested leviathan framework the book explains that recent events the first electoral turnover in 2018 and the formation of a unity government in 2022 have done little to dismantle the character of malaysia s political economy a state that still sees political economic and social life along ethnic imperatives driven by mutually exclusive institutions and interests a valuable read for scholars of malaysian history and politics as well as for scholars of postcolonial state formation and public policy more broadly

policy analysis in the united states gathers a group of original contributions by scholars and leading practitioners of public policy analysis originating in the united states the field of public policy analysis has affected nations around the world and been enhanced by contributions of scholars and practitioners in other regions but it remains most highly developed and practiced in education and government here this volume explores the nature of policy analysis in different sectors and at different levels of government as well as by nongovernmental actors such as unions businesses ngos and the media

the past ten years have seen local government in the uk facing two major challenges to survive in the face of thatcher government hostility and to adapt to enormously powerful forces of economic restructuring which have also been encouraged by government policies the key aspects of these changing fortunes of british towns explored in this important new book is the ability of individual localities to exercise any control over their own growth and decline place policy and politics examines local political initiatives seeking to influence economic and social development in seven sharply contrasting localities ranging from the outer council estates of merseyside to the boom towns of cheltenham and swindon throughout their analysis the contributors drawn from a wide range of social science disciplines address the vital questions in the debate over local policy initiatives including to what extent are localities able to harness trends in the national and international economy to provide jobs and a better standard of living for their inhabitants why do local authorities vary in their capacity to initiate economic policy to what extent do national urban and other policies inhibit or encourage their efforts how might central government modify its policies to facilitate the prospering of localities

this book offers the first comprehensive comparative and coherent perspective on parliamentary candidates in contemporary representative democracy based on the unique database of the comparative candidate survey project which interrogated parliamentary candidates in more than 30 countries it fills a significant lacuna by focusing on the thousands of ordinary candidates that participate in national elections it examines who the candidates are in terms of their socio demographic background and political career patterns how they were selected by their parties what their policy preference are and whether these are congruent to those held by their voters who they seek to represent and how they intend to do so once elected and what their visions are on representative democracy and party government last but not least it investigates how they go about reaching out to their potential voters during the election campaign this book will be of key interest to scholars and students of political parties and party politics political elites political communication political participation elections theories of democracy and representation legislative studies voting behaviour and more broadly to european politics as well as to political and policy professionals throughout europe

building and expanding upon the prior edition of essentials of health justice the new second edition of this unparalleled text explores the historical structural and legal underpinnings of racial ethnic gender based and ableist inequities in health and provides a framework for students to consider how and why health inequity is tied to the ways that laws are structured and enforced additionally it offers analysis of potential solutions and posits how law may be used as a tool to remedy health injustice written for a wide interdisciplinary audience of students and scholars in public health medicine and law as well as other health professions this accessible text discusses both the systems and policies that influence health and explores opportunities to advocate for legal and policy change by public health practitioners and policymakers physicians health care professionals lawyers and lay people

this introduction to the workings of the prime minister and cabinet is written in light of major recent events and issues such as the war with iraq the hutton inquiry the butler report the blair brown relationship and continuing problems relating to europe this insightful volume gives readers an overview of the blair premiership and the workings of a labour cabinet at a time when both are facing increased criticism and pressure

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Understanding and Managing Groups of Gorillas: A Problem-Solving Guide

Gorillas, majestic and intelligent primates, are increasingly the focus of conservation efforts and research. Understanding their social dynamics, particularly within groups, is crucial for successful conservation strategies and responsible wildlife management. This article addresses common challenges and questions surrounding gorilla group dynamics, offering practical insights and solutions for researchers, conservationists, and anyone interested in these magnificent creatures. Effective management considers not only the welfare of individual gorillas but also the long-term sustainability of their populations.

I. Understanding Gorilla Social Structures

Gorilla groups exhibit complex social structures that vary depending on species (Western lowland, Eastern lowland, Mountain). Understanding these structures is fundamental to addressing potential problems. Silverback Dominance: The silverback, a mature male distinguished by his silver-grey back hair, leads the group. His role is crucial for protection, resource acquisition, and maintaining social order. Challenges can arise from: Contested Dominance: Young, strong males may challenge the silverback's authority, leading to violent confrontations that can disrupt the group's stability and even result in group fission (splitting). Monitoring group dynamics, especially around potential challengers, is vital. Silverback Death or Absence: The loss of a silverback can destabilize the group, leading to increased vulnerability to predation and competition for resources. Careful planning is needed to manage the transition, possibly introducing a new silverback or supporting existing males. Female Hierarchy: Females within the group also have a hierarchy, though less rigid than the males'. Competition for resources and mating opportunities exists among females, influencing social dynamics and reproductive success. Understanding these hierarchies helps predict potential conflicts. Group Size and Composition: Group size varies considerably, depending on the species and resource availability. Overcrowding can strain resources and increase conflict. Conversely, very small groups may lack sufficient protection or genetic diversity. Careful monitoring of group size and composition aids in early detection of imbalances.

II. Addressing Common Challenges

Several challenges frequently arise in managing gorilla groups: Habitat Loss and Fragmentation: This is perhaps the most significant threat. Loss of habitat forces gorillas into smaller areas, increasing competition and conflict. Solutions involve habitat restoration, creating protected areas, and mitigating human-wildlife conflict. Poaching and Illegal Wildlife Trade: This directly threatens gorilla populations. Stricter anti-poaching measures, community engagement, and international cooperation are essential for combatting this issue. Disease Outbreaks: Gorillas are susceptible to various diseases, some of which can be fatal. Monitoring gorilla health, implementing quarantine measures where necessary, and conducting research on gorilla immunology are vital. Human-Wildlife Conflict: Interactions between humans and gorillas can lead to crop raiding, property damage, and even injury or death. Mitigation strategies include creating buffer zones, providing alternative food sources for gorillas, and educating local communities about co-existence.

III. Step-by-Step Approach to Problem Solving

When addressing issues in a gorilla group, a systematic approach is beneficial: Step 1: Observation and Data Collection: Regular monitoring of gorilla behavior, group composition, and habitat quality is vital. This includes documenting instances of conflict, disease, or habitat encroachment. Step 2: Problem Identification: Clearly define the specific problem. Is it a dominance dispute, habitat loss, or disease outbreak? Step 3: Solution Development: Develop appropriate solutions based on the identified problem. This could involve habitat restoration, anti-poaching patrols, disease management, or conflict mitigation strategies. Step 4: Implementation and Monitoring: Implement the chosen solutions and closely monitor their effectiveness. Adjust strategies as needed based on the observed outcomes. Step 5: Evaluation and Adaptation: Regularly evaluate the long-term success of implemented strategies and adapt them based on new data and emerging challenges.

IV. Conclusion

Effective management of gorilla groups requires a multi-faceted approach integrating scientific research, conservation strategies, and community engagement. Understanding the intricacies of gorilla social structures and addressing the various challenges they face is critical for ensuring the long-term survival of these magnificent animals. Ongoing monitoring, adaptive management, and international collaboration are essential for achieving conservation goals.

V. Frequently Asked Questions (FAQs)

1. How can I tell if a gorilla group is healthy? A healthy gorilla group exhibits stable social dynamics, sufficient food resources, minimal conflict, and low disease prevalence. Regular monitoring of these factors is crucial. 2. What are the signs of a stressed gorilla group? Signs of stress include increased aggression, changes in feeding patterns, reduced reproductive success, and high rates of mortality. 3. How can human-wildlife conflict be minimized? Minimizing conflict involves creating buffer zones between human settlements and gorilla habitats, providing alternative food sources for gorillas, and educating local communities about co-existence. 4. What is the role of community involvement in gorilla conservation? Community involvement is crucial, offering local knowledge, facilitating anti-poaching efforts, and promoting sustainable practices that benefit both gorillas and people. 5. What is the best way to support gorilla conservation efforts? Supporting gorilla conservation involves donating to reputable organizations, advocating for stricter regulations against poaching and habitat destruction, and raising awareness about gorilla conservation issues.

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