

**MCCMH POLICY REVIEW 2015**  
**CORPORATE COMPLIANCE DIVISION**

POLICY NUMBER	POLICY NAME	REVIEWER SIGNATURE	REVIEW DATE
10-310	Notice of Privacy Practices	K. Gipe	7/1/15
10-315	Business Associates	K. Gipe	7/1/15
10-320	Designated Record Set	K. Gipe	7/1/15
10-325	Minimum Necessary HIPAA Privacy	K. Gipe	7/1/15
10-330	Individual's Right to Restrict Disclosures on the Use of Personal Health Information	K. Gipe	7/1/15
10-335	Consumer Access to Clinical Records - Procedures	K. Gipe	7/1/15
10-340	Individual's Right to an Accounting of Disclosures	K. Gipe	7/1/15
10-345	Individual's Right to Confidential Communications	K. Gipe	7/1/15
10-350	Privacy Complaint Process	K. Gipe	7/2/15
10-360	Staff Protected Health Information	K. Gipe	7/2/15
10-515	Internal Reporting Mechanism	K. Gipe	7/2/15
2-007	Self-Determination	K. Gipe	7/2/15
2-010	Standards for Clinical Services Documentation	K. Gipe	7/2/15
3-001	Audit Content and Timetable	K. Gipe	7/2/15
3-002	Audit Follow-Up	K. Gipe	7/2/15
3-003	Provider Manual	K. Gipe	7/2/15
3-004	Network Application / Profiling Process	K. Gipe	7/2/15
3-010	Evaluation and Monitoring of Delegated Functions	K. Gipe	7/2/15
3-020	Procurement of Goods and Services	K. Gipe	7/2/15
3-030	Procurement of Specialized Residential Facilities	K. Gipe	7/2/15
3-031	Fire Safety in Residential Settings	K. Gipe	7/2/15
3-032	Adoption of Macomb County Policy Regarding a Living Wage	K. Gipe	7/2/15

## SECONDARY REVIEWER

[illegible]

**MCCMH POLICY REVIEW 2015**  
**LEGAL DIVISION**

[illegible]

# MCCMH POLICY REVIEW 2015

## MEDICAL DIRECTOR

POLICY NUMBER	POLICY NAME	REVIEWER SIGNATURE	REVIEW DATE
10-054	Use of Tobacco in MCCMH / County Facilities	<i>myrefno</i>	11/18/15
2-015 * ✓	Psychiatric Evaluation	<i>myrefno</i>	11/18/15
2-016	Psychiatrists' Practice in MCCMH	<i>myrefno</i>	11/18/15
2-020	Specialized Health Care Services	<i>myrefno</i>	11/18/15
2-021	Medication / Psychiatric Services	<i>myrefno</i>	11/18/15
2-022	PMP / Subsidized Laboratory Services	<i>myrefno</i>	11/18/15
2-023 * ✓	Electroconvulsive Therapy (ECT)	<i>myrefno</i>	12/22/15
2-032	Person-Centered Process and the Role of Health and Safety Considerations	<i>myrefno</i>	11/18/15
2-033 ✓	Advance Crisis Plan / Advance Directives	<i>myrefno</i>	11/18/15
2-034	End of Life Care, Emergency Assistance, Resuscitation	<i>myrefno</i>	11/18/15
2-042	Service Referrals/Recommendations, Coordination of Care, and Follow-Up	<i>myrefno</i>	
2-051 * ✓	Psychotropic Medication in Community-Based Settings - Approval: 8/24/15	<i>myrefno</i>	12/29/15
2-053 * ✓	Psychotropic Medication for Youth in Foster Care	<i>myrefno</i>	12/22/15
2-060 ✓	Professional Treatment/Monitoring <i>not signed</i>	<i>myrefno</i>	11/23/15
2-070 ✓	Medical Alert - Allergies	<i>myrefno</i>	12/23/15
3-005	Pharmaceutical Company Sales Representatives at MCCMH Provider Sites	<i>myrefno</i>	12/23/15
8-003	Reporting and Responding to Critical Incidents, Sentinel Events and Risk Events	<i>myrefno</i>	12/23/15
8-004	Reporting and Responding to Medication Errors/Discrepancies and Adverse Drug Events	<i>myrefno</i>	11/23/15
10-056	Infection Control Plan	<i>myrefno</i>	11/23/15
10-065	Injectable Medication Documentation and Procedures	<i>myrefno</i>	11/23/15

✓ - changes made

\* 2-023 co-reviewed  
2-053 by Dr. Baugh  
2-051  
2-015

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DIRECTOR

# MCCMH POLICY REVIEW 2015

## BUSINESS MANAGEMENT DIVISION

POLICY NUMBER	POLICY NAME	REVIEWER SIGNATURE	REVIEW DATE
3-001	Audit Content and Timetable	<i>C. Ritz</i>	
3-002	Audit Follow-Up	<i>C. Ritz</i>	
3-003	Provider Manual	<i>C. Ritz</i>	
3-004	Network Application / Profiling Process	<i>C. Ritz</i>	
3-010	Evaluation and Monitoring of Delegated Functions	<i>C. Ritz</i>	
3-020	Procurement of Goods and Services	<i>C. Ritz</i>	
3-030	Procurement of Specialized Residential Facilities	<i>C. Ritz</i>	
3-031	Fire Safety in Residential Settings	<i>C. Ritz</i>	
3-032	Adoption of Macomb County Policy Regarding a Living Wage	<i>C. Ritz</i>	
8-010	Organizational Credentialing	<i>C. Ritz</i>	

## SECONDARY REVIEWER

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## CRISIS CENTER

[illegible]

# MCCMH POLICY REVIEW 2015

## ACCESS DIVISION

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# MCOSA

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## NURSING SERVICES MANAGER

[illegible]

**MCCMH POLICY REVIEW 2015**  
**CUSTOMER SERVICE DIVISION**

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**MCCMH POLICY REVIEW 2015  
CUSTOMER SERVICE DIVISION  
SECONDARY REVIEWER**

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**MCCMH POLICY REVIEW 2015**  
**CUSTOMER SERVICE DIVISION**

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**MCCMH POLICY REVIEW 2015  
CUSTOMER SERVICE DIVISION  
SECONDARY REVIEWER**

[illegible]

**MCCMH POLICY REVIEW 2015**  
**INFORMATION TECHNOLOGY DIVISION**

[illegible]

## EXECUTIVE DIRECTOR

[illegible]

**MCCMH POLICY REVIEW 2015**  
**FACILITY MANAGEMENT DIVISION**

[illegible]

# MCCMH POLICY REVIEW 2015

## RECIPIENT RIGHTS

POLICY NUMBER	POLICY NAME	REVIEWER SIGNATURE	REVIEW DATE
9-100	Applicability of Recipient Rights Policies		6/1/15
9-110	Authorizations and Functions		6/1/15
9-120	Rights Functions of the MCCMH Executive Director		6/1/15
9-130	Recipient Rights Director		6/1/15
9-135	Rights Advocacy / Monitoring		6/1/15
9-140	Recipient Rights Training		6/1/15
9-160	Qualifications & Training for Recipient Rights Staff		6/1/15
9-170	Local Appeals		6/1/15
9-180	Second Opinion Rights		6/1/15
9-210	Committee Authorization		6/1/15
9-321	Consumer Incident, Accident, Illness, Death, or Arrest Report Monitoring		6/1/15
9-405	Recipient Rights Protection Standards		6/1/15
9-510	Recipient Rights Investigation		6/1/15
9-515	Repeated Rights Events Review Committee		6/1/15
9-520	Recipient Requests to Appeal Findings		6/1/15
9-550	Harassment Following Rights Activity		6/1/15
9-600	Informed Consent For Service		6/1/15
9-601	Informed Consent For Psychotropic Medication		6/1/15
9-604	Release of Oral / Verbal Communications		6/1/15
9-605	Bill of Rights / Bill of Responsibilities		6/1/15
9-606	Dignity / Services Suited to Condition / Humane Environment / Least Restrictive Treatment		6/1/15
9-610	Privileged Communications		6/1/15

# MCCMH POLICY REVIEW 2015

## RECIPIENT RIGHTS

POLICY NUMBER	POLICY NAME	REVIEWER SIGNATURE	REVIEW DATE
9-620	Abortion, Contraception, Sterilization		6/2/15
9-630	Fingerprinting, Photographing, Audiorecording, Videorecording, and One-Way Glass Viewing		6/2/15
9-640	Choice of Mental Health Professional		6/2/15
9-670	Services for Recipients Affected By Physical Barriers		6/2/15
9-680	Recipient Labor		6/2/15
9-690	Recipient Abuse or Neglect		6/2/15
9-700	Communication: Telephone, Visiting Rights, Mail		6/2/15
9-710	Freedom of Worship and Religious Belief		6/2/15
9-720	Treatment By Spiritual Means		6/2/15
9-730	Resident's Right to Media Access		6/2/15
9-750	Comprehensive Examinations		6/2/15
9-760	Changes in Type of Treatment		6/2/15
9-780	Personal Property and Funds		6/2/15
9-790	Freedom of Movement		6/2/15
9-795	Physical Management		6/2/15
9-797	Restraint		6/2/15
9-798	Seclusion		6/2/15
9-810	Duty to Warn Third Parties		6/2/15
9-900	Release of Clinical Records to Michigan Protection and Advocacy Services		6/2/15

## SECONDARY REVIEWER

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# MCCMH POLICY REVIEW 2015

## HUMAN RESOURCES LIAISON

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**MCCMH POLICY REVIEW 2015  
INTERNAL SERVICES DIVISION  
SECONDARY REVIEWER**

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**MCCMH POLICY REVIEW 2015**  
**INTERNAL SERVICES DIVISION**

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## FINANCE DIVISION

[illegible]

**MCCMH POLICY REVIEW 2015**  
**FINANCE DIVISION**  
**SECONDARY REVIEWER**

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