

POLICIES AND PROCEDURE MANUAL

Chapter:	Compliance		
Section:	Compliance and Program Integrity		
Policy: <input checked="" type="checkbox"/>	Review Cycle: Annually	Adopted Date: 11.2013	Related Policies: N/A
Procedure: <input type="checkbox"/>	Author: Chief Compliance Officer	Review Date: 11.07.2017	
Version: 2.0		Revision Effective Date: 01.05.2016	
Page: 1 of 2			

Purpose

To ensure that Mid-State Health Network (MSHN) conducts all aspects of service delivery and administration with integrity, in conformance with the highest standards of accountability and applicable laws, while utilizing sound business practices, through the development of and adherence to its Corporate Compliance Plan (CCP), guaranteeing the highest standards of excellence.

Policy

A. Corporate Compliance:

1. MSHN shall establish, implement and maintain a region-wide Corporate Compliance Plan that is in accordance with federal and state statutes, laws and regulations. MSHN will furthermore adhere to regulations required by the Attorney General's Office, Office of Inspector General, Centers for Medicaid and Medicare, and relevant accrediting bodies.
2. The MSHN Corporate Compliance Plan provides the framework for MSHN to comply with applicable laws, regulations and program requirements, minimize organizational risk, maintain internal controls, and encourage the highest level of ethical and legal behavior.
3. The CMHSP Participant's and the SUD Prevention and Treatment Provider System shall have policies and procedures necessary to comply with the MSHN CCP and shall ensure effective processes for identifying and reporting suspected fraud, abuse and waste, and timely response to detected offenses with appropriate corrective action.
4. The CMHSP Participant's and the SUD Prevention and Treatment Provider System shall identify a Corporate Compliance Officer.
5. The CMHSP Participant's and the SUD Prevention and Treatment Provider System shall provide staff training in compliance with the CCP and will maintain records of staff attendance. Trainings shall include, but are not limited to: Federal False Claims Act, Michigan False Claims Act and Whistleblowers Protection Act.
6. The CMHSP Participant's and the SUD Prevention and Treatment Provider System shall require all Board members, employees and contractors to comply with corporate compliance requirements including any necessary reporting to other agencies.
7. The CMHSP Participant's and the SUD Prevention and Treatment Provider System shall review their own compliance activities at least annually and will participate in the annual review of the MSHN CCP, and provide recommendations for revisions as needed.

B. Ethical Standards/Program Integrity

1. All services within the MSHN shall be provided with commitment to appropriate business, professional and community standards for ethical behavior.
2. MSHN shall develop and maintain Standards of Conduct applicable to all MSHN staff, CMHSP Participants and the SUD Prevention and Treatment Provider System.
3. MSHN shall conduct business with integrity and not engage in inappropriate use of public resources.
4. MSHN shall ensure that services are provided in a manner that maximizes benefit to consumers while avoiding risk of physical, emotional, social, spiritual, psychological or financial harm.

- All MSHN staff, CMHSP Participants and the SUD Prevention and Treatment Provider System shall conduct themselves in such a way as to avoid situations where prejudice, bias, or opportunity for personal or familial gain, could influence, or have the appearance of influencing, professional decisions.

Applies to:

- All Mid-State Health Network Staff
 Selected MHN Staff, as follows:
 MSHN's CMHSP Participants: Policy Only Policy and Procedure
 Other: Sub-contract Providers

Definitions/Acronyms:

CCP: Corporate Compliance Plan
CMHSP: Community Mental Health Service Program
MDHHS: Michigan Department of Health and Human Services
PIHP: Prepaid Inpatient Health Plan
SUD: Substance Use Disorder

Related Materials:

Mid-State Health Network Corporate Compliance Plan
 CMHSP Participant and the SUD Prevention and Treatment Provider System

References/Legal Authority:

- Department of Health and Human Services, Office of Inspector General, Publication of the OIG Compliance Program Guidance for Hospitals.
- Michigan False Claims Act (Act 72 of 1997)
- Michigan Whistleblowers Protection Act (Act 469 of 1980)
- Deficit Reduction Act of 2005

Change Log:

Date of Change	Description of Change	Responsible Party
11.2013	New Policy	Chief Compliance Officer
11.2014	Annual Review	Chief Compliance Officer
11.2015	Annual Review & Updates	Director of Compliance, Customer Services and QI
08.2016	Annual Review	Director of Compliance, Customer Services and Quality
08.2017	Annual Review	Director of Compliance, Customer Services and Quality