

**LAKESHORE BEHAVIORAL HEALTH ALLIANCE**  
Community Mental Health Services of Muskegon County  
Community Mental Health of Ottawa County  
Lakeshore Coordinating Council for Substance Abuse Services

POLICY  
No. 20-018

Prepared by: Judy Kell  
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Effective: June 28 2002  
Revised: January 23, 2009

Subject: Behavioral Health  
Services Contract  
Requirements

Approved by:

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John North, Executive Director

**I. POLICY:**

It is the policy of the Lakeshore Behavioral Health Alliance that each affiliate has a provider network that meets the needs of the individuals it serves.

**II. PURPOSE:**

To ensure that each contract and agreement entered into by the affiliate of the Lakeshore Behavioral Health Alliance are in compliance with the requirements of all applicable federal, state and local statutes, rules and regulations for behavioral health services

**III. APPLICATION:**

The policy applies to the Lakeshore Behavioral Health Alliance affiliates and their providers.

**IV. DEFINITION:**

See: [Appendix A](#): Minimum Contract Requirements.  
[Appendix B](#): Master Contract.

**V. PROCEDURE:**

- A. On an annual basis each affiliate will review its contracts and agreements to ensure compliance with applicable state and federal statutes, regulations and contracts.
- B. The PIHP regulatory management staff will notify the affiliate in writing of any area of non-compliance with the various regulations. The affiliate will have to submit a written corrective action plan pursuant to the notice by the PIHP.
- C. The PIHP regulatory management staff will verify that the corrective actions have been made.
- D. The PIHP regulatory management staff will provide or refer for technical assistance as needed including any changes in the minimum contract requirements.

- E. Each affiliate will review the performance of its providers on an annual basis using affiliate specific forms that comply with applicable state and federal statutes, regulations and contracts.
- F. The affiliate will ensure that its providers implement and complete any plans of correction that result from the annual site reviews of each provider.
- G. The PIHP Regulatory Management staff will review the implementation of the corrective action plans.

**VI. REFERENCES:**

Lakeshore Behavioral Health Alliance Regulatory Management Plan