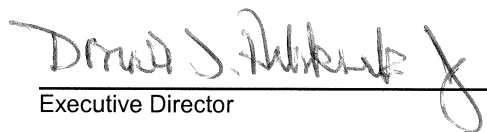


(was MCCMH Policy 9-02-010)

Chapter: **RECIPIENT RIGHTS**
Title: **COMMITTEE AUTHORIZATION**

Prior Approval Date: 8/28/02
Current Approval Date: 7/30/09

Approved by: BOARD ACTION

 7/30/09
Executive Director Date

I. Abstract

This policy establishes the standards and procedures for the Recipient Rights Advisory Committee, an official committee of the Macomb County Community Mental Health (MCCMH) Board, to approve policies and advise the Board and the Executive Director of MCCMH concerning protection of the rights of service recipients of the MCCMH Board.

II. Application

This policy shall apply to all directly-operated and contract network providers of the MCCMH Board.

III. Policy

It is the policy of the MCCMH Board that a Recipient Rights Advisory Committee shall be established and maintained to:

- A. Review the activities of the MCCMH Office of Recipient Rights (ORR) not less than quarterly or as necessary to carry out its responsibilities.
- B. Protect the MCCMH ORR from pressures that could interfere with the impartial, evenhanded, and thorough performance of its functions.
- C. Serve in an advisory capacity to the MCCMH Board, the MCCMH Executive Director, and the MCCMH Recipient Rights Director for:

1. Development of rights-related policies and procedures;
 2. Staff in-service education and training on rights-related issues; and
 3. Review and comment on the semi and annual report on the status of recipients rights submitted by the MCCMH Executive Director to the MCCMH Board.
- D. Recommend candidates for the MCCMH Recipient Rights Director to the MCCMH Executive Director, and consult with the MCCMH Executive Director regarding any proposed dismissal of the Recipient Rights Director.
- E. Adhere to the Open Meetings Act, MCL 15.261 et seq. Minutes shall be maintained and made available to individuals upon request.
- F. Serve as the appeal committee for individuals who wish to appeal the findings of MCCMH ORR Investigative Report following established procedures set forth in MCCMH MCO Policy 9-520, "Recipients Requests to Appeal Findings."
- G. The Recipient Rights Advisory Committee shall review/approve proposed MCCMH Board policies developed by MCCMH Board personnel which assure:
1. Safeguarding the rights of recipients, and
 2. The administrative, training, advocacy and investigative roles/responsibilities of the MCCMH ORR.

Upon approval of draft policies, the Recipient Rights Advisory Committee shall submit the proposed policies to the MCCMH Board for approval.

IV. Definitions

- A. None.

V. Standards

- A. The members of the Recipient Rights Advisory Committee shall be appointed by the Chairperson of the MCCMH Board. The membership, consisting of at least six (6) individuals, shall be broadly based to represent the varied perspectives of MCCMH program geographic area. At least 1/3 of the membership shall be primary consumers or family members, and of that 1/3, at least 1/2 shall be primary consumers.
- B. The Recipient Rights Advisory Committee shall:

1. Maintain a current list of members' names to be made available to individuals upon request; and
 2. Maintain a current list of categories represented to be made available to individuals upon request.
- C. The Recipient Rights Advisory Committee shall meet at least quarterly to discuss issues pertaining to protection of the rights of recipients and to review the activities of the MCCMH ORR.
- D. The Recipient Rights Advisory Committee shall do all the following:
1. Review the process for funding the MCCMH ORR.
 2. Receive, review, and approve rights-related policies and procedures of each MCCMH provider.
 3. Assure that each complainant, the staff of the MCCMH ORR, and any staff acting on behalf of a recipient shall be protected from harassment or retaliation resulting from recipient rights activities and that appropriate disciplinary action is taken if there is evidence of harassment or retaliation.
 4. Prior to submission to the MCCMH Board, provide comments to the MCCMH Executive Director regarding the annual report on the current status of recipient rights for the MCCMH Board's service system.

VI. Procedures

- A. None.

VII. References / Legal Authority

- A. Open Meetings Act, MCL 15.261 et seq.
- B. Whistleblower's Protection Act, MCL 15.361 et seq.
- C. MCL 330.1752

VIII. Exhibits

- A. None.