
Title 1	Northern Lakes Policies
Part 103	Managed Health Division
Subpart B	Contract Management
Policy No.	103.208
Subject	Adding New Providers

Applicability

Policy applies to all Northern Lakes CMHA activities, operations and sites and to all employees.

Policy

When Northern Lakes CMHA employee wishes to add a new, non-hospital provider, the New Provider Request Form shall be completed by employee and submitted for review by the employee member's Operations Manager and/or Chief Population Officer. Issues to be considered in the evaluation may include, but are not limited to, level of need for the services, appropriate existing contract providers, and an estimate for the demand for the provider's services. Upon approval by the Operations Manager/Chief Population Officer the request should be submitted to the Network Management Committee. The Network Management Committee will respond to the request within three (3) business days. If the request is approved, the Network Management Committee will perform the necessary due diligence and contract if appropriate.

If the request is denied by the Network Management Committee, the New Provider Request Form will be returned to the requesting employees and the Operations Manager/Chief Population Officer delineating the reason(s) for denial.

Procedures

None.

Adoption Date: April 9, 2013

Review Dates: July 10, 2013
April 26, 2018

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