

# North Sound Mental Health Administration

Regional Support Network for Island, San Juan, Skagit, Snohomish, and Whatcom Counties

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NSMHA Contract Memorandum 2007-001

Date: February 13, 2007

To: Jess Jamieson, President APN and CEO, Compass Health  
Dona Konicki, *bridgeways*  
Michael Watson, Lake Whatcom RTC  
Andy Byrne, Whatcom Counseling and Psychiatric Center  
Thomas MacIntyre, Catholic Community Services Northwest  
Claudia D'Allegri, Sea Mar  
Janelle Sgrignoli, Snohomish County Human Services  
Tom Robinson, Volunteers of America

From: Chuck Benjamin, Executive Director

Subject: New and/or Revised Policies

The following policies are new or have been revised:

**NSMHA Policy #1006.00** – Policy Development and Review has been revised and is effective 2/13/07.

1. In the header add “per contract” to Authorizing Source.
2. Under “**Policy**” section the following change was made:
  - a. After NSMHA “staff will review, revise, and develop, as necessary, policies relevant to federal, state, and contractual agreements”.
3. Under “**Procedure**” Section the following changes were made:
  - a. Under #3 add “as defined in the Charter” to the end.
  - b. Under #4 after Procedures add “, which have been brought forward with consensus from QMC and QMOC will be reviewed and approved with a signature by the NSMHA Executive Director. Those policies and procedures without consensus will be referred to the Board of Directors. Reference Motion 06-088, 09/14/06”.
  - c. Add #5 “Changes to the Policies and Procedures will be issued to the Providers with a sixty-day notice of compliance”.
4. Add “References” after “Attachments” in last header.

**NSMHA Policy #1504.00** – Assessments for Ongoing Services has been revised and is effective 2/13/07.

1. In the header add “per contract” as Authorizing Source

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2. Under “**Purpose**” section add the acronym “MHP” after Mental Health Professional to use throughout the policy thereafter.
3. Under “**Policy**” section the following changes were made:
  - a. In the first paragraph add “a function delegated to VOA Access Line” after *NSMHA Access Line*. Add “of their choice” after *NSMHA provider agency*. Add “MHP” after *face-to-face assessment by a*.
  - b. In the third paragraph add “available” to the end.
4. Under “**Procedure**” section the following changes were made:
  - a. Add “ongoing” between *requesting and services* and “MHP” between *who is a...and within 10 working* in the first sentence. The remaining paragraph is new text.
  - b. The first sentence of paragraph 2 is new. Add “assessment” after *seeking* in second sentence and “requested” between *the and item*.
  - c. From the third sentence down to, but not including, “may be initiated prior to completion of the intake assessment” is new language.
  - d. In paragraph four, deleted “agency clinician who is a” and replaced with “MHP”.
  - e. In paragraph five #3, add “known as GAF or CGAS” after *Axis V*.
  - f. Delete the paragraph space between paragraphs six and seven and combine into one paragraph.
  - g. Under “Other Required Elements...” #9 add (WAC) at the end. In #16 add “or harmful” between *helpful and in the past*. In #16, from “i.e.” to the end is new language.

**NSMHA Policy #1527.00** – High Intensity Treatment has been revised and is effective 2/13/07.

1. Change references to MATCH treatment to High Intensity Treatment throughout the whole document.

**NSMHA Clinical Policy #1514.00** – Crisis Services Appointments has been moved to ICRS Section and renumbered 1717.00. There was no language change and this is just an FYI.

Please ensure that the policies are implemented or revised at your agency within sixty days. The policies may be found at <http://66.114.134.5/Policies/Default.asp>.

cc: Heather Fennell, Compass Health  
Robert Bjorkland, *bridgeways*  
Kathy McNaughton, Catholic Community Services  
Kay Burbidge, Lake Whatcom  
Pamala Benjamin, Whatcom Counseling and Psychiatric Center  
Russ Hardison, Sea Mar  
Pat Morris, Volunteers of America  
Contract File