

# North Sound Mental Health Administration

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

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NSMHA Contract Memorandum 2010-016

Date: September 3, 2010

To: Tom Sebastian, CEO, Compass Health  
Donna Konicki, Bridgeways  
Michael Watson, Lake Whatcom RTC  
Dean Wight, Whatcom Counseling and Psychiatric Center  
Rod Elin, Catholic Community Services Northwest  
Claudia D'Allegri, Sea Mar  
Ken Stark, Snohomish County Human Services Director  
Phil Smith, Volunteers of America  
Richard Sprague, Interfaith  
Sue Closser, CEO, Sunrise Services

From: Chuck Benjamin, Executive Director

Subject: Revised/new policy/document

***Policy 1009.00 – Critical Incident Reporting & Review Requirements CIRC Quality Assurance & Improvement Process***

This **revised** policy has been through the complete approval process, signed and approved by Board of Directors designee and is effective 9/3/10.

The revised **manual and electronic** Critical Incident Reporting Form will be posted separately on the NSMHA website for your convenience.

This revised/new policy/document will be available on the NSMHA website at [www.nsmha.org](http://www.nsmha.org) for your future reference.

Please ensure this revised/new policy/document is implemented at your agency within 60 days.

cc: Cindy Ainsley, Bridgeways  
Heather Fennell, Compass Health  
Kathy McNaughton, Catholic Community Services  
Kay Burbidge, Lake Whatcom  
Pamala Benjamin, Whatcom Counseling and Psychiatric Center  
Pat Morris, Volunteers of America  
David Small, Sea Mar  
Anne Larson, Interfaith  
Rebecca Clark, Mental Health Program Coordinator Skagit County  
Barbara LaBrash, San Juan County Coordinator  
Anne Deacon, Whatcom County Coordinator  
Jackie Henderson, Island County Coordinator  
Susan Schoeld, Snohomish County Coordinator  
Contract File