

Effective Date: 3/8/2017; 9/3/2008; 11/21/2005
Revised Date: 12/12/16
Review Date: 4/27/2017

North Sound Behavioral Health Organization

Section 1000 – Administrative: Delegation of North Sound BHO Functions and Responsibilities

Authorizing Source: 42 CFR§438.230, DSHS/DBHR contract; North Sound BHO

Cancels: 1548.00

See Also:

Providers are required to 'comply with' this policy and may develop individualized implementation guidelines as needed

Approved by: Executive Director

Responsible Staff: Contracts Manager

Signature:

Date: 4/28/2017

POLICY #1018.00

SUBJECT: DELEGATION OF NORTH SOUND BEHAVIORAL HEALTH ORGANIZATION (North Sound BHO) FUNCTIONS AND RESPONSIBILITIES

PURPOSE

To establish a mechanism to provide for the delegation of specific functions and responsibilities required of a Pre-Paid Inpatient Health Plan (PIHP).

POLICY

North Sound BHO contracts with the Department of Behavioral Health and Recovery (DBHR) as a behavioral health prepaid health plan and as such complies with all applicable federal, state and local statutes and regulations for behavioral health prepaid health plans as well as all applicable federal and state statutes and regulations for a Behavioral Health Organization (BHO)

As a PIHP, North Sound BHO is required to meet minimum standards, including the assurance that specific functions are addressed either through delegation or through direct performance. Any functions which North Sound BHO proposes to delegate to a sub-contractor will be evaluated through the completion of a credentialing packet, consistent with the requirements of 42 CFR§438.230, to ensure the contractor's ability to perform the delegated activities. All executed contracts are submitted to DBHR for approval according to required timelines.

PROCEDURE

Delegation process includes:

1. Completion of Credential Packet;
2. An evaluation of the contractor's ability to perform delegated activities.

A copy of the existing or draft subcontract that specifies the activities and reporting responsibilities delegated and provides for revoking delegation or imposing other sanctions if the subcontractor's performance is not adequate. The Care Management, Quality Assurance and Performance Improvement functions cannot be delegated to a licensed subcontracted behavioral health agency (BHA) within the North Sound BHO service area. No delegation or subcontract will replace the legal obligation of North Sound BHO to perform its responsibilities. North Sound BHO is fully responsible for all services provided whether those services are rendered by subcontractors or non-contracted providers.

North Sound BHO will develop and maintain written contracts that clearly recognize that legal responsibility for administration of service delivery system remains with North Sound BHO.

1. North Sound BHO retains responsibility to ensure applicable standards of state and federal statutes and regulations, Revised Code of Washington (RCW) and Washington Administrative Code (WAC) are met, even when it delegates duties to providers.
2. North Sound BHO will monitor contracts and notify DBHR of observations and information indicating providers may not be in compliance with licensing or certification requirements. This monitoring will be addressed as part of the North Sound BHO biennial administrative audit process. Additional reviews can also be performed and/or corrective action required based on concerns raised during all provider reviews, clinical and administrative, or as indicated.

North Sound BHO will terminate its contract with a provider if DBHR notifies North Sound BHO of a provider's failure to attain or maintain licensure or certification, if applicable.