

## NORTHCARE NETWORK

<b>POLICY TITLE:</b> General Fund Waiting List	<b>CATEGORY:</b> Access	
<b>EFFECTIVE DATE:</b> 4/7/11	<b>BOARD APPROVAL DATE:</b> 2/1/12	
<b>REVIEW DATE:</b> 3/7/23	<b>REVISION(S) TO POLICY STATEMENT:</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<b>OTHER REVISION(S):</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>RESPONSIBLE PARTY:</b> Utilization Management	<b>CEO APPROVAL DATE:</b> 3/7/23 Megan Rooney, Interim CEO	

### **APPLIES TO**

NorthCare Network Personnel  
Member CMHSPs

### **POLICY**

NorthCare Network requires each Member CMHSP to have written policies/procedures that address waiting list management in accordance with MDHHS contract and applicable attachments.

### **PURPOSE**

To ensure compliance with minimum standards by which individuals should be placed on a waiting list, standards for prioritization of need, and standards for the management of a waiting list and to ensure processes that are objective, reliable, fair and consistently applied.

### **DEFINITIONS**

Please see MDHHS Technical Advisory: Guidelines for Establishing and Managing General Fund Waiting Lists.

### **REFERENCES**

- Michigan Mental Health Code
- MDHHS Policy and Practice Guidelines, Access Standards
- NorthCare Network General Fund Waiting List Procedure

### **HISTORY**

REVISION DATE: 9/14/11, 1/1/12, 5/14/14, 4/28/15, 2/15/16, 12/22/16, 10/26/17, 6/3/19, 3/29/21, 2/28/22

REVIEW DATE: 3/31/11, 9/14/11, 6/1/12, 4/3/13, 3/5/14, 5/14/14, 4/28/15, 2/15/16, 12/22/16, 10/26/17, 7/24/18, 6/3/19, 4/30/20, 3/29/21, 2/28/22, 3/7/23

CEO APPROVAL DATE: 4/3/13, 3/5/14, 5/14/14, 5/5/15, 3/7/16, 1/4/17, 11/6/17, 8/14/18, 6/4/19, 5/5/20, 4/6/21, 3/1/22, 3/7/23

BOARD APPROVAL DATE: 6/1/11, 2/1/12

### **PROCEDURES**

Please see the NorthCare Network General Fund Waiting List Procedure.