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| <p align="center"><b>Community Mental Health Affiliation<br/>of Mid-Michigan</b></p> <p><b>SUBJECT:</b> Administration of PIHP<br/>(Prepaid Inpatient Health Plan)</p> <p><b>SCOPE:</b> All CMHAMM CMHSP's/CA's</p> | <b>POLICY:</b> 1.0   | <b>REVIEW DATES</b> |  |  |
|   | Page: 1 of 1   |                     |  |  |
|   | <b>ISSUED BY:</b><br>Director of Affiliation<br>Operations | 2-16-07             |  |  |
|   |  | 02/17/09            |  |  |
|   |  |                     |  |  |
|   | <b>APPROVED BY:</b><br>Board of Directors                  |                     |  |  |
|   |  |                     |  |  |
| <b>Effective Date:</b><br>02-17-06  | <b>Revised Date(s):</b>                                    |                     |  |  |
|   | 3-06-08  |                     |  |  |
|   | 03/02/09   |                     |  |  |

**I. PURPOSE:**

It is the intent of the PIHP of the Community Mental Health Affiliation of Mid Michigan (CMHAMM) to fulfill all statutory responsibilities required as the administrator of the Medicaid Managed Care Contract.

**This policy and all related procedures will apply only to those activities involving the use of Medicaid funding.**

**II. POLICY:**

The PIHP of CMHAMM will administer the functions outlined in 42CFR 438 Managed Care and the State of Michigan PIHP contract and related attachments.

**III. RESPONSIBILITIES:**

- A.** The Community Mental Health Authority of Clinton Eaton Ingham Counties will provide adequate staff to fulfill the required PIHP functions. The PIHP's Executive Director will assure the development and maintenance of an administrative structure to assure compliance with regulations.
- B.** The PIHP of CMHAMM will strive to ensure that all consumers served by CMHAMM receive quality services in accordance with the mission and values of the Affiliation.
- C.** The PIHP of CMHAMM will develop, implement, and monitor the needed policies, procedures and formal activity plans.
- D.** The PIHP of CMHAMM will establish operating practices (CMHAMM Practice Guidelines) that meet the requirements of 42CFR 438 Managed Care, the State of MI PIHP contract and related attachments and the Medicaid Provider Manual, Mental Health and Substance Abuse Chapter.
- E.** The PIHP will delineate those functions to be fulfilled by the PIHP and those functions that will be delegated to CMHAMM Affiliate Community Mental Health Service Providers (CMHSP's) to complete within the CMAHMM Delegation Grid.

**IV. MONITORING AND REVIEW:**

The PIHP Executive Director and the Director of Affiliation Operations will monitor this policy. The Director of Affiliation Operations reviews the policy annually, with input from the Affiliation Compliance Administrator, the Affiliation Compliance Committee, and PIHP Senior Management Group. The policy is monitored externally by MDCH and all appropriate accrediting bodies and regulatory agencies.

**V. RELATED POLICIES AND PROCEDURES:**

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|------------------|-----|---|
| CMHAMM Procedure | 1.1 | Administrative Capacity                                   |
| CMHAMM Procedure | 1.2 | CMHAMM Steering Committee and Workgroup Meeting Structure |
| CMHAMM Procedure | 1.3 | Policy and Procedures                                     |
| CMHAMM Procedure | 1.4 | Compliance Program  |
| CMHAMM Procedure | 1.5 | Deficit Reduction ACT Requirements                        |
| CMHAMM Procedure | 1.6 | Authorization of Affiliation Requirements                 |