

<p style="text-align: center;"><b>COMMUNITY MENTAL HEALTH AUTHORITY CLINTON-EATON-INGHAM</b></p> <p>SUBJECT: External Provider Network Management— Contract Negotiation and Execution</p> <p>SCOPE: All CMH Contracts</p>	POLICY: 1.6.1	REVIEWED	
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	ISSUED BY: Deputy Executive Director		
	APPROVED BY: Deputy Executive Director		
Effective 11/01/01		Revised 05/02/05	

- I. **PURPOSE:**  
To establish methods and procedures for the negotiation and execution of contracts with members of the External Provider Network.
- II. **POLICY:**  
It is the policy of CMH to establish standard methods and procedures when negotiating and executing Provider Care Contracts.
- III. **DEFINITIONS:**  
*Provider Care Contracts:* Written agreements for consumer services with vendors external to CMH.
- IV. **RESPONSIBILITIES:**  
The Contract Administrator shall follow Administrative Procedure 1.6.1 and Finance Procedure 4.3.1 when negotiating and executing Provider Network Contracts.
- V. **MONITORING AND REVIEW:**  
This policy shall be reviewed annually by the Deputy Executive Director. Compliance with this policy will be monitored through any of the following:
  - a) Internal quality improvement reviews and committees.
  - b) External monitoring and/or accreditation bodies.
  - c) Grievance and appeals data, Recipient Rights complaint data and/or staff performance reviews.
- VI. **RELATED POLICIES AND PROCEDURES:**  
CMH Finance Procedure 4.3.1  
CMH Administrative Procedure 1.6.1  
Employee Handbook