

**NORTHERN MICHIGAN REGIONAL ENTITY
ADMINISTRATIVE MANUAL**

PROCEDURE NAME: EXCLUDED PROVIDERS PROCEDURE
CHAPTER: FIVE – PROVIDER NETWORK & CONTRACT MANAGEMENT
PROCEDURE #: 05-02-004
EFFECTIVE DATE: April 14, 2014

PURPOSE

To establish practices that will assist in prohibiting doing business with anyone who is known to be excluded from participation with any Federal health care program.

APPLICATION

The five Member Community Mental Health Services Programs (CMHSPs) of the Northern Michigan Regional Entity (NMRE), the Substance Use Disorder provider panel, and the staff of all stated agencies/entities.

PROCEDURE

The NMRE, the five Member CMHSPs, and the Substance Use Disorder provider panel will:

- 1) Verify that no employee, contractor, contract entity, or Board Member is sanctioned, disbarred, or excluded from participating with any Federal health care program prior to beginning employment, contract, or appointment;
- 2) Conduct monthly verification that all employees, Board Members, contractors, and contract entities are not on any State or Federal sanction or exclusion listing;
- 3) Maintain documentation of initial and monthly sanctioned/disbarred/excluded provider checks;
- 4) Notify the NMRE Chief Executive Officer within three business days of discovery of anyone found to be sanctioned, disbarred, or excluded from participation with any Federal health care program.

REFERENCE

- Federal Regulation 45 CFR Part 76
- BBA 438.214(d)
- Section 1128 and 1128(A) of the Social Security Act
- MDCH/PIHP Medicaid Specialty Supports and Services Contract, Section 15.4

REVISED:

REVIEWED: April 14, 2014

Signed copy is on file with NMRE

Dave Schneider
Northern Michigan Regional Entity Chief Executive Officer

Date