

**NORTHERN MICHIGAN REGIONAL ENTITY  
ADMINISTRATIVE MANUAL**

**POLICY NAME:** PIHP REQUIREMENTS FOR INFORMATION MANAGEMENT POLICY  
**CHAPTER:** TEN – INFORMATION SYSTEMS  
**POLICY #:** 09-01-006  
**EFFECTIVE DATE:** April 23, 2014

**PURPOSE**

To assure that the information systems practices of the Northern Michigan Regional Entity (NMRE) and participating Community Mental Health Services Programs (CMHSPs), and the NMRE Substance Use Disorder Services provider panel are adequate to fulfill all obligations under the Michigan Department of Health and Human Services (MDHHS) Medicaid Contract.

**APPLICATION**

This policy applies to the five Member Community Mental Health Services Programs (CMHSPs), and the NMRE Substance Use Disorder Services provider panel.

**POLICY**

It is the policy of the NMRE that it, and the Member CMHSPs, and the NMRE Substance Use Disorder Services provider panel have effective information management systems that comply with the requirements established by Federal and State regulations and the MDHHS/PIHP Contract. The information system includes, but is not limited to, collecting, managing, reporting, and submitting required data.

Effective information management systems will have, at a minimum, anti-virus, firewall, back-up, security, and breach notification procedures. Systems will be maintained by personnel qualified to administer the required processes.

**REFERENCE**

- MDHHS/PIHP Medicaid Managed Specialty Supports and Services Contract
- 42 CFR – Part 438.242 (BBA)

REVISED: May 16, 2016

REVIEWED:

APPROVED: April 23, 2014

*Signed copy is on file with NMRE*

\_\_\_\_\_  
Dave Schneider  
Northern Michigan Regional Entity Chief Executive Officer

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Date

*Signed copy is on file with NMRE*

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Joe Stone  
Northern Michigan Regional Entity Board Chair

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Date