

**NORTHERN MICHIGAN REGIONAL ENTITY  
ADMINISTRATIVE MANUAL**

**POLICY NAME:** PROVIDER PANEL OPENING FOR SUBSTANCE USE DISORDER (SUD) SERVICES POLICY  
**CHAPTER:** FIVE – PROVIDER NETWORK & CONTRACT MANAGEMENT  
**POLICY #:** 05-01-013-S  
**EFFECTIVE DATE:** October 1, 2014

**PURPOSE**

To establish an open procurement process for the selection of treatment providers for participation on the Northern Michigan Regional Entity (NMRE) Substance Use Disorder (SUD) Provider Panel.

**APPLICATION**

The NMRE Substance Use Disorder Services Provider Panel members.

**POLICY**

Northern Michigan Regional Entity will routinely open the provider panel every two years (bi-annually). The NMRE SUD Policy Oversight Board will make recommendations to the NMRE Board. The final decision regarding the acceptance of applications will be made by the NMRE Board.

A special opening may be requested at times outside of the two year cycle. A special opening may be requested based on one or more special circumstance and may be limited to services targeting a specific population, geographic service area, and/or specialized service. The NMRE SUD Policy Oversight Board will make a recommendation to the NMRE Board for a special opening and outcome.

**CRITERIA**

**CRITERIA FOR ROUTINE OPENING OF THE NMRE SUBSTANCE USE DISORDER PROVIDER PANEL FOR TREATMENT AND RECOVERY SUPPORT PROVIDERS**

NMRE will open the Substance Use Disorder Provider Panel every two years.

**CRITERIA FOR A SPECIAL OPENING OF THE NMRE SUBSTANCE USE DISORDER PROVIDER PANEL**

A special opening of the panel to providers may be conducted in the event of one or more of the following:

1. The treatment services provided within a specific service area are not sufficient to meet demand as evidenced by:
  - a. Waiting list of sufficient length and duration so as to limit access to care
  - b. Inability of the provider(s) to provide assessment and treatment within parameters established by the Michigan Department of Health and Human Services (MDHHS).
  - c. Closure or significant staff reduction of the provider(s) credentialed to provide services within the service area resulting in limited access to care.
  - d. Significant program issues of concern.
  - e. Identification of gaps in service due to changes in target population demographics or service needs.

2. The treatment services provided within a specific service area do not meet the ethnic, cultural and/or special service needs of members of the community.
3. The provider serving an area, target population and/or providing a specific service on the NMRE Substance Use Disorder Services Provider Panel does not meet contractual obligations.
4. The provider serving an area, target population and/or providing a specific service element on the NMRE Substance Use Disorder Provider Panel is merged with another organization.
5. Demonstration of potential or inadequate service capacity for a service area.
6. Other situations or circumstances that, in the judgment of the NMRE Board, constitute a significant need.

**REFERENCE**

REVISED: April 21, 2016

REVIEWED:

APPROVED: August 27, 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*

\_\_\_\_\_  
 Joe Stone  
 Northern Michigan Regional Entity Board Chair

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 Date