



POLICY AND PROCEDURE MANUAL

SUBJECT Non-licensed Staff Qualifications	ACCOUNTABILITY NMRE, NMRE Network Providers	Effective Date: April 23, 2014	Pages: 1
REQUIRED BY	BBA Section: PIHP Contract Section: Other:	Last Review Date: July 17, 2019	Past Review Date: April 21, 2016
Policy: <input checked="" type="checkbox"/> Procedure: <input type="checkbox"/>	Review Cycle: Annual Author: NMRE Provider Network Manager	Responsible Department: Provider Network	Reviewers: NMRE CEO

Definitions

Beneficiary: A person served by the publicly funded behavioral health and substance use disorder system or his/her representative.

Network Provider: Any provider that receives Medicaid funding directly or indirectly to order, refer, or render covered services as a result of the state’s contract with the NMRE, its member CMHSPs, and the Substance Use Disorder provider panel.

Purpose

The purpose is to ensure that NMRE Network Providers employ staff qualified to provide direct care or direct support to beneficiaries.

Policy

The NMRE will assure that staff who provides support services, who are not required to be licensed or have state registration, are qualified to perform his/her job.

NMRE Network Providers will have adequate employment practices that address all aspects of employment, staff development, primary source verification, criminal background check, and demonstrate ability to perform the functions of the position as listed in the position description.

The NMRE will monitor compliance during annual site reviews of Network Providers.

Approval Signature

NMRE Chief Executive Officer

7/17/19

Date