Region V Systems

Network Management Procedures
CARF Standards 14 & 15   Revised: RA 9/21/17

■   Communication/Exchange of Information Procedures

The following procedures are established for Region V Systems (the Network) and its Provider Network when addressing a system of communication/exchange of information.

Upon enrollment, throughout service delivery, and as a part of transition/discharge planning, Network Providers will:

1.   Screen persons served to identify other existing providers of medical and behavioral health services.
2.   Document in the record of persons served the attempt to collect such information.
3.   If applicable, obtain releases for exchange of information.
4.   Initiate and maintain contact with other treating providers throughout the episode of care for coordination of services.

Region V Systems will:

1.   Require Network Providers to be accredited in Region V's Network.
2.   Require Network Providers to, on a regular basis, train staff on confidentiality, including 42 CFR and HIPPA, as applicable.
3.   Conduct site visit audits of a sample of client records to verify that Network Providers are in compliance with obtaining releases of information and exchanging information with other providers to coordinate services.
4.   Conduct site visit audits of a sample of personnel records to verify compliance with training requirements.