

<b>CHELAN-DOUGLAS RSN/PIHP POLICY AND PROCEDURE MANUAL</b>		Chapter:	2.27
Title:	DELEGATION	Page:	1 of 1
		Date Effective:	January 24, 2007
Subject:	DELEGATION AGREEMENTS	Date Revised:	
		Authorizing Signature:	

**AUTHORITY:** BBA 438.230 (B)

**PURPOSE:** To ensure the compliance of the CDRSN Provider Network regarding the overseeing and accountability for any functions and responsibilities that are delegated to any subcontractor.

**POLICY:** The CDRSN/PIHP;

- 1) Before any delegation, evaluates the prospective subcontractor's ability to perform the activities to be delegated.
- 2) Has a written agreement that specifies the activities delegated to the subcontractor and provides for the revocation or imposition of sanctions should the subcontractor fail to perform.
- 3) Monitors the subcontractor's performance on an annual basis and subjects it to a formal review according to schedules established by the State and in accordance with industry standards or State laws and regulations.
- 4) Assures that corrective actions are taken to address any areas of deficiency.

**PROCEDURE:**

- 1) Before contracting for a sub delegated function the CDRSN/PHIP will conduct all appropriate due diligence activities including (as appropriate) the examination of the financial viability of the entity through financial and annual reports; staff professional credentials; affiliation with professional credentialing entities; policies and procedures and references.
- 2) Upon contracting for a sub delegated function, the CDRSN/PHIP will monitor the performance of the subcontractor through required reports, and both clinical and IS oversight, as appropriate.