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Last Approved:	08/2017
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Next Review:	08/2018
Owner:	Donna Coulter: Dir. of OPA
Policy Area:	Clinical Practice Improvement
References:	

Consumer Stipend

POLICY

It is the policy of the Detroit Wayne Mental Health Authority (DWMHA) that eligible consumers within the DWMHA system may qualify for a stipend in the amount of \$30.00 after functioning in an official capacity.

PURPOSE

The purpose of this policy is to provide guidelines and conditions under which eligible consumers within the DWMHA system may qualify for a stipend.

APPLICATION

1. The following groups are required to implement and adhere to this policy: Eligible persons within the Detroit Wayne behavioral health system, who are not DWMHA employees, who volunteer their time providing input or assuming responsibility for planning and action, including primary and secondary consumers.
2. This policy serves the following populations: Adults, Children, I/DD, SMI/SEI, SED, SUD, Autism.
3. This policy impacts the following **contracts/service lines** : MI-HEALTH LINK, Medicaid, SUD, Autism, Grants, General Fund

KEYWORDS

See DWMHA Standard Definitions

STANDARDS

1. Participants are eligible for a stipend when operating as a representative of DWMHA in an official, active capacity. Activities may include DWMHA-sponsored town hall meetings, focus groups, advisory groups, committees, task forces etc. The activity must be DWMHA-approved, and the participant DWMHA-selected as an official representative. It is expected that the participant be on the active roster, and signed-in for the meeting.
2. Stipend requests must be supported with appropriate and legible documentation. Documentation includes a dated sign-in sheet and agenda.
3. Stipend requests for more than one meeting in a single day are subject to review and approval by the

appropriate department head.

4. Participants receiving other compensation during the time of participation in a DWMHA sponsored event are not eligible to also receive a stipend through the Authority.
5. Participants must be enrolled as a DWMHA vendor for payment. Which includes completing a W-9 and Conflict of Interest form, prior to receiving a stipend

QUALITY ASSURANCE/IMPROVEMENT

DWMHA shall review and monitor contractor adherence to this policy as one element in its network management program, and as one element of the QAPIP Goals and Objectives.

The quality improvement programs of MCPNs, their subcontractors, and direct contractors must include measures for both the monitoring of and the continuous improvement of the programs or processes described in this policy.

COMPLIANCE WITH ALL APPLICABLE LAWS

DWMHA staff, MCPNs, contractors, and subcontractors are bound by all applicable local, state and federal laws, rules, regulations and policies, all federal waiver requirements, state and county contractual requirements, policies, and administrative directives, as amended.

LEGAL AUTHORITY RELATED POLICIES

1. [Conflict of Interest Policy](#) (DWMHA Compliance Policies)

RELATED DEPARTMENTS

1. Administration
2. Claims Management
3. Clinical Practice Improvement
4. Compliance
5. Customer Service
6. Information Technology
7. Integrated Health Care
8. Legal
9. Managed Care Operations
10. Management & Budget
11. Purchasing
12. Quality Improvement
13. Recipient Rights
14. Substance Use Disorders

CLINICAL POLICY

NO

INTERNAL/EXTERNAL POLICY

EXTERNAL

EXHIBIT(S)

Attachments:

No Attachments

Approval Signatures

Approver	Date
Dana Lasenby: Deputy Chief Operating Officer	08/2017
Allison Smith: Project Manager, PMP	08/2017
Donna Coulter: Dir. of OPA	08/2017
Michael Rangos: Director of Procurement	08/2017
Lorraine Taylor-Muhammad: Director, Managed Care Operations	08/2017
Andrea Smith: Director	08/2017
Allison Smith: Project Manager, PMP	08/2017
William Sabado	04/2017
Dana Lasenby: Deputy Chief Operating Officer	03/2017
Allison Smith: Project Manager, PMP	03/2017
Bessie Tetteh: CIO	03/2017
Darlene Owens: Director, Substance Use Disorders, Initiatives	03/2017
Stacie Durant: CFO Management & Budget	03/2017
tracey Lee: Director Claims Management	03/2017
Kip Kliber: Director, Recipient Rights	03/2017
Muddasar Tawakkul: Director of Compliance/Purchasing [AS]	03/2017
Maha Sulaiman	03/2017
Mary Allix	03/2017
Crystal Palmer: Director, Children's Initiatives	03/2017
Jody Connally: Director, Human Resources	03/2017
Julia Kyle: Director of Integrated Care	03/2017
Rolf Lowe: Assistant General Counsel/HIPAA Privacy Officer	03/2017
Michele Vasconcellos: Director, Customer Service	03/2017

Approver	Date
Corine Mann: Chief Strategic Officer/Quality Improvement	03/2017
Sarah Sharp: Consultant	03/2017
Diana Hallifield: Consultant	10/2016
Carmen McIntyre: Chief Medical Officer	10/2016
Donna Coulter	10/2016

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