



SIYAASADDA IYO NIDAAMKA MAAMULKA	Taariikhda dhaqan-dhaqaaqa: 5 / 16 / 2016	Soo Jeediyay By: Agaasimaha Caafimaadka Maskaxda Bukaansocodka, Agaasimaha Adeegyada Caafimaadka Kiimikada, & Agaasimaha Hagaajinta Tayada & U-hoggaansanaanta, Sarkaal Sare ee Clinical
Marka: Cabashooyinka & Cabashooyinka	Taariikhda dib loo eegay: 7/16, 10/16, 5/17, 2/18, 7/18, 1/19, 1 / 19, 1/20, 2/20, 7/20, 1/21, 1/22, 2/22, 4/22, 1/23, 2/23, 5/23, 1/24, 12/24, 7/25	Ansixiyay: (Sarkaalka Sare)
Qaanuunka #: 29-14	Taariikhda La Cusboonaysiiyay: 7/16, 10/16, 5/17, 2/18, 7/18, 1/19, 10/19, 2/20, 7/20, 2/22, 4/ 22, 1/23, 2/23, 5/23, 1/24, 12/24, 7/25	Taariikhda la ogolaaday:
Version: 21	Siyaasadda Supersedes #: Taariikhda:	Sida (s): 1 of 8

Siyaasadda:

Waa siyaasadda Xarunta Caafimaadka Maskaxda ee Central Minnesota (CMMHC) oo ah bixiye ruqsad haysta DHS si loo hubiyo in dadka uu u adeego barnaamijkani ay xaq u leeyihiin inay xushmeeyaan adeegyo wax-tar leh oo wax-qabad leh. Waxaa naga go'an in aanu geedi-socod cabasho oo fudud u fidino dadka loo adeego barnaamijyadeenna iyo wakiilradooda awoodda u haya ama sharciyadda ah si ay cabashadu hore ugu soo dedejiso, loona xalliyo si wakhtigooda ku habboon.

Waa siyaasadda CMMHC in macaamiilku ay sida ugu macquulsan uga qayb qaataan barnaamijkooda dib u dayactirka. Si loo fududeeyo ka qaybgalka macmiilka noocan oo kale ah, waa siyaasadeenna in aan dib u eegno kana jawaabno habka ilaalin doona oo xoojin doona dhinacyada daaweynta ee xallinta khilaafaadka iyo xalinta dhibaataada iyada oo la xaqiijinayo ilaalinta xuquuqda macmiilka iyo macmiilka hore.

Tarjumayaasha, Turjubaanada iyo Akhristayaasha buuxiya baahida wargelinta ee macmiilka waxaa laga yaabaa in la bixiyo inta lagu guda jiro habka cabashada. Macaamiilka waxaa loo ogol yahay inay yeeshaan wakiil sharci ah oo ay doorbidayaan si ay u matalaan danahooda inta lagu guda jiro habka cabashooyinka.

Dhammaan warbixinada ay soo gudbiyaan macaamiishu inay ku xadgudbeen la tuhunsan yahay oo ku saabsan siyaasadaha xarunta, nidaamyada, shaqaalaha, adeegyada, xadgudubyada asaasiga ah, cabashooyinka ku saabsan anshax darrada, sharci darada ah, ama falalka dayacaad baahsan ee aan habooneyn ayaa la baari doonaa. CMMHC ayaa baaritaan ku samayn doonta warbixinnada noocan oo kale ah si ku haboon oo ku haboon.

CMMHC, waxaanu ogsoonahay in xiriirka wax ku ool ah ee ka dhexeeya shaqaalaha iyo maamulka uu yahay lama-maarmaan in la joogteeyo xiriir shaqo oo waxtar leh. Tani waxay si gaar ah uga run tahay cabashooyinka iyo cabashooyinka ay qabaan shaqaalaha. Haddii uu jiro faham la'aan ku saabsan shaqadaada ama siyaasadaha shirkadda, waxaan ka codsaneynaa in aad la hadasho madaxdaada ama Human Resources si aan waxtar leh uga hadalno walaacyadaada. Fadlan tixraac qaybta 719- Cabashooyinka iyo Soo-jeedinta Shaqaalaha ee ku jira buuga gacanta ee macluumaadka dheeraadka ah ee ku jira buuga gacanta shaqaalaha.

Hanjabaad kasta oo lala damacsan yahay ama aargudasho loo geysto macaamiisha, qoysaska, asxaabta, ama ka-qaybgalayaasha kale ee geedi-socodka cabashadu waa mamnuuc. Shaqaalaha siyaasaddan ku xad gudba, tallaabo edbin ah ayaa lagu soo oogaa, ilaa iyo inta ka dambaysaba in la joojiyo.

Haddii xuquuqda qofka macmiilka ah lagu xadgudbay, shaqaalaha xuquuqdaas ku xadgudbay waa tallaabo anshax xumo ah, ilaa iyo inta la joojiyay oo ay ku jirto in la tallaabo ka noqosho. CMMHC waa inay yaraynaysaa, ilaa xadka ugu macquulsan, waxyeelo kasta oo la ogyahay ee xadgudubka.

Baaxadda:

Maareeyayaasha Caafimaadka, Bixiyayaasha CMMHC, Agaasimayaasha, Shaqaalaha Taageerada, Kormeerayaasha, Maareeyayaasha Xafiiska, Agaasimaha Ilaha Bani'aadamka, Agaasimaha Hagaajinta iyo U-hoggaansanaanta Tayada, Sarkaalka Sare ee Caafimaadka, iyo Madaxa Fulinta

Waajibaadka:

Agaasimaha Hagaajinta iyo Tafatirka Tayada waxa uu mas'uul ka yahay kormeerida dukumiintiyada hannaanka cabashada, iyo fulinta tallaabooyinka wax lagu saxayo ee lagu saxayo marka la taageerayo Maareeyayaasha, Kormeerayaasha, Agaasimayaasha, Agaasimaha Khayraadka Aadanaha, Madaxa Sarkaalka Sare ee Caafimaadka, iyo Madaxa Sare ee Fulinta.

Macaamiishu waxay sheegan karaan cabashooyinkooda waxayna shaqaalaha kula talin karaan in waxa ka bedelid lagu sameeyo siyaasadaha/xeerarka iyo adeegyada iyo waxyaalaha kale ee ay doortaan, taas oo ka madax bannaan xakamayn, faragelin, qasbid xeeladeysan, takoorid, ama aargoosi, taas oo ay ku jirto hanjabaad barnaamij ka saarid.

Qeexidda:

Cabashada. Hadal afka ah oo ah in xaaladdu aysan ku qanacsaneyn ama aan la aqbali karin. Cabashooyinka ayaa halkan lagula tacaalayaa, haddana xal ayaa ku dhaca si toos ah qof ahaan ama telefoon. Qoraal qoraal ah oo aan ku jirin foomka cabashadu oo muujineysa in xaaladdu tahay mid aan lagu qancin ama aan la aqbali karin, ayaa raaceysa hawsha cabashada.

Cabasho. Warbixin qoraal ah oo ku saabsan foomka cabashada ee ay macaamiisha ku eedeeyeen anshax darro, sharci darro ah, ama falal aad u dayacan, ama xad-gudub halis ah oo ku saabsan siyaasadaha xarunta, nidaamyada, shaqaalaha, ama adeegyada. Cabashooyinka waxay ku lug yeelan doonaan

qoraalka hore ee qoraalka ah ee cabashada xaddi macquul ah gudahood (sida caadiga ah 24 saacadood gudahood, Isniin-Jimce ama maalinta ku xigta ee shaqada haddii ay dhacdo dhammaadka todobaadka ama fasax) laakiin ugu dambeyn saddex (3) maalmood oo qof shaqaalaha ka tirsan uu helo cabashadii, Marka laga reebo: Macaamiisha in Management noqoshada heli doontaa aqoonsi ah qoraal ah oo bilowga ah ee cabashada 24 saacadood gudahood iyadoo aan loo eegin weekend a ama fasaxa.

Xadgudubka Standards. Xaruntu waxay yeelan doontaa nidaamyo lagu soo gudbinayo laguna baaro falal lagu eedeeyay anshax xumo, sharci darro, ama falal nuugmo badan, iyo ku xad gudub ba'an oo lagu sameeyay siyaasadaha iyo nidaamka qoraalka ah. Xaruntu waxay diiwaan galin doontaa in dib loo eegay dhaqamada lasoo sheegay iyo in tallaabo mas'uuliyad leh oo anshax ama saxid ah la qaaday haddii aan habdhaqankaasi la fulin. Habraaca ayaa la hadli doona macmiilka iyo shaqaalaha warbixinta ka hadlaya cabashooyinka ama cabashooyinka la xiriira nidaamka xarunta, shaqaalaha, iyo adeegyadaba. Macaamiisha iyo shaqaalaha waxaa lagula socodsiiin doonaa inay dacwad u gudbin karaan waaxda haddii aan loo xallin si loo qanciyo labada dhinac.

Initiation Service iyo Posting Procedure:

▪ Adeegga Initiation

I. Markii adeega la bilaabay (maalinta gelitaanka), qofka liisan haysta ruqsadda waa inuu sharxayaa nidaamka cabashooyinka macmiilka ama wakiilka macmiilka.

▪ Nidaamka Dajinta iyo Helitaanka

A. Nidaamka cabashooyinka waa in lagu dhejiyaa boostada meel ka muuqata macaamiisha oo lagu diyaariyo marka uu macmiilka ama macmiilka hore codsado.

Nidaamka Cabashooyinka:

- I. Macaamiisha ka dhigi kartaa cabashooyin afka ah in qof kasta oo shaqaale ah ee mid ka mid ah goobaha our.
 - A. Shaqaalaha ayaa dhageysan doona walaaca macmiilka waxa ayna isku dayi doonaan in ay xaaladda toos u saxaan si shakhsi ah ama taleefoon.
 1. Haddii qofka macmiilka ah iyo shaqaalaha ay si gaar ah xalliyaan ama telefoon ahaan ugu yimaadaan, wax tallaabo ah oo kale lama qaadi doono.
 2. Haddii macmiilka iyo shaqaalaha aysan si shakhsi ah ama telefoon ku gaari karin xallinta, xubinta shaqaaluhu waxay walaaca (s) ku sii kordhinayaan Maareeyaha, Kormeeraha, ama Agaasimaha.
 - a. Maareeyaha, kormeeraha, ama agaasimeyaasha ayaa ku dhageysan doona walaaca macmiilka wuxuuna isku dayayaa inuu xaaladda tooska ah ku saxo qof ahaan ama telefoon ahaan.
 - b. Haddii qofka macmiilka ah iyo maareeyaha, kormeeraha, ama Agaasimuhu ay si toos ah ama telefoon xal ugu gaaraan, wax tallaabo ah oo dambe lagama qaadi doono.
 3. Haddii macmiilka iyo Maareeyaha, Kormeeraha, ama Agaasimehu aysan qaraar ka soo gaadhin maareeyaha, kormeeraha, Agaasimehu wuxuu sharxayaa habka rasmiga ah ee cabashadu u socotay macmiilka.
 - a. Haddii macmiilku uusan doonaynin in uu dhibsado hab-socodka cabashooyinka rasmiga ah, isku day inaad mar kale arrinta ku xallisaan sidii kor lagu xusay.
 4. Haddii macmiilku uu doonayo in uu ku socdo hannaanka cabashadu Maareeyaha, Kormeeraha, ama Agaasimaha (xubin shaqaale ah) waxay ka caawinayaan macmiilka inuu

horumariyo oo ula socdo cabashada isagoo dhamaystiraya foomka cabashada.

- a. Dhammaan cabashooyinka waa in ay ka mid yihiin:
 - i. Magaca Macmiilka
 - ii. Cinwaanka
 - iii. Telefoonaantal
 - iv. u gaarka ah Complaint
 - v. Natiijada la filayo
 - vi. Saxiixa Client
 - vii. Taariikhda uu macmiilku saxiixay foomka
- b. Foomka Cabashada ee dhamaystiran iyo koobida walaaca macmiilka waa in si dhakhso ah loogu soo gudbinayaa email kormeeraha / Agaasimaha, Agaasimaha Hagaajinta Tayada & Waafaqsanaanta Tayada, iyo Sarkaalka Sare ee Caafimaadka si dib-u-eegis iyo baaritaan loogu sameeyo.
- c. Waayo, macaamiisha Noqoshada Management, foomka Cabashada dhameystiran oo kooban oo ka mid ah walaacyada macmiilka ee waa in si deg deg ah loo soo gudbiyay by email si Maareeyaha Barnaamijka iyo Agaasimaha haddii foomka la helo on weekend ama fasax ah.
 1. Maamulaha Barnaamijka ama Agaasimaha waa in sidoo kale lagu wargeliyaa isla markiiba telefoon si loo hubiyo in ay u hoggaansami karaan baahida 24-ka saac.

II. Marka la helo dukumenti qoraal ah oo aan ku jirin foomka cabashada oo muujinaya in xaaladdu tahay mid aan lagu qancin ama aan la aqbali karin ay raaceyso hawsha cabashada.

- A. Dukumintiga waxaa loo gudbin doonaa kormeeraha, maareeyaha, agaasimaha waaxda si dibu eegis loogu sameeyo.
- B. Kormeeraha, maareeyaha, ama agaasime ayaa la xiriiri doona macmiilka waxyaabaha ay qabaan, waxayna isku dayayaan inay xaaladda ku saxaan si shakhsi ah ama telefoon ahaan.
 2. Haddii qofka macmiilka ah iyo maareeyaha, kormeeraha, ama Agaasimuhu ay si toos ah ama telefoon xal ugu gaaraan, wax tallaabo ah oo dambe lagama qaadi doono.
 3. Haddii macmiilka iyo Maareeyaha, Kormeeraha, ama Agaasimehu aysan qaraar ka soo gaadhin maareeyaha, kormeeraha, Agaasimehu wuxuu sharxayaa habka rasmiga ah ee cabashadu u socotay macmiilka.
 - a. Haddii macmiilku uusan doonaynin in uu dhibsado hab-socodka cabashooyinka rasmiga ah, isku day inaad mar kale arrinta ku xallisaan sidii kor lagu xusay.
 4. Haddii macmiilku uu doonayo in uu ku socdo hannaanka cabashadu Maareeyaha, Kormeeraha, ama Agaasimaha (xubin shaqaale ah) waxay ka caawinayaan macmiilka inuu horumariyo oo ula socdo cabashada isagoo dhamaystiraya foomka cabashada.
 - a. Dhammaan cabashooyinka waa in ay ka mid yihiin:
 - i. Magaca Macmiilka
 - ii. Cinwaanka
 - iii. Telefoonaantal
 - iv. u gaarka ah Complaint
 - v. Natiijada la filayo
 - vi. Saxiixa Client
 - vii. Taariikhda uu macmiilku saxiixay foomka

5. Foomka Cabashada ee dhamaystiran iyo soo koobida walaaca macmiilka waa in loo badbaadiyaa drive-ka dhexe ee CMMHC iyo email guud (no lifaaqyo lahayn) waa in si dhakhso ah loogu diraa Agaasimaha Agaasimaha Hagaajinta Tayada & U-hoggaansanaanta iyo Madaxa Sare ee Madaxa Caafimaadka si dib-u-eegis iyo baaritaan loogu sameeyo.

- III. Haddii ay ka cabanayaan qof shaqaale ah macmiilku waajib kuma aha inuu kala hadlo qofkaas, macmiilku wuxuu fursad u leeyahay inuu toos ugu qaado walaaciisa inuu toos ugu qaado kormeeraha, maareeyaha, ama Agaasimaha shaqaalaha si uu u raadiyo tallaabooyin isagoo raacaya habka kor ku xusan.

Cabashooyinka Nidaamka:

- I. Marka cabasho macmiilka la helo waxa soo socda dhici doona:
 - A. CMMHC waxay ka jawaabaysaa cabashada macmiilka saddex (3) maalmood gudahood laga bilaabo markii qof ka tirsan shaqaaluhu uu cabasho ka helay cabashada, macmiilkuna wuxuu cabasho u keeni karaa heerka ugu sarreeya ee maamulka barnaamijka haddii aanu xallin qof kale oo ka tirsan shaqaalaha.
 1. Marka laga reebo: Macaamiisha in Management ka bixitaanka heli doontaa jawaab bilowga ah 24 saac gudahood la helo of cabashada ka shaqaale loogu talagalay ee Management ka noqoshada Management ka noqoshada.
 - a. Nuqul ka mid ah cabashada waa in loo badbaadiyaa drive-ka Dhexe ee CMMHC oo fariin guud (no lifaaqyo lahayn) oo loo soo diro Maamulaha Barnaamijka Maareynta Ka-noqoshada si dhakhso ah.
 - B. Agaasimaha Horumarinta Tayada & Uqeeynta (naqshadeeye) ayaa bilaaw doona baaritaanka.
 1. Sarkaalka Guud ee Caafimaadka wuxuu noqon doonaa magacaabaha marka uu maqan yahay Agaasimaha Agaasimaha Horumarinta Tayada & U-hogaansanaanta.
 - C. Agaasimaha Horumarinta Tayada & Compliance (naqshadeeyaha) ayaa warqad bilowga ah u diri doona macmiilka saddex (3) maalmood gudahood (sida caadiga ah 24 saacadood gudahood, Isniinta-Jimcaha ama maalinta ku xigta ee ganacsiga haddii ay dhacdo dhammaadka todobaadka ama fasax), ee la helo cabashadii lagu wargelinayo macmiilka in cabashada la helay, waa la baarayaa, dhinacyada ku lugta leh ayaa la ogeysiiyay, iyo jawaab qoraal oo rasmi ah oo ka socota Madaxa Sare (heerkii ugu sareeyay ee awoodda wakaaladda) waxaa loo soo diri doonaa macmiilka 15 maalmood gudahood.
 1. Marka laga reebo: Shaqaalaha Maamulka Noqoshada ee loo magacaabay ayaa warqad hordhac ah u diri doona macmiilka 24 saac gudahood marka la helo cabashadii lagu wargelinayo macmiilka in cabashada la helay, lagu sameeyo baaritaan, dhinacyada ku lugta leh ayaa la ogeysiiyay, iyo jawaab qoraal oo rasmi ah oo rasmi ah ayaa laga soo dirayaa Sarkaalka Sare ee Fulinta (heerkii ugu sareeyay ee maamulka hay'adda) oo loo dirayo macmiilka 15 maalmood gudahood.
 2. Nuqul ka mid ah cabashada iyo warqadda bilowga ah waa in si dhakhso ah loogu keydiyaa drive-ka CMMHC Central iyo fariin guud (no lifaaqyo) oo loo soo diro Agaasimaha Hagaajinta Tayada & U-hoggaansanaanta, Sarkaalka Sare ee Caafimaadka, iyo Maareynta Maareynta Ka-soo-baxa ama Agaasimaha si loo tallaabo dheeri ah.
 - D. Agaasimaha Tayadda & Tayeynta (designee) wuxuu ku wargelin doonaa shaqaalaha ku lug leh cabashooyinka iyo tallaabooyinka xiga ee ay qaadi karaan geeddi-socodka.

1. Haddii la go'aamiyo in cabasho laga qabo qof shaqaale ah ama ay khatar gelinayso fayogabka macmiilka in shaqaalaha laga yaabo in la joojiyo inta laga gaarayo natiijada baaritaanka.
 2. Guud ahaan, waa in shaqada ka joojinta shaqaalaha uu oggolaadaa Madaxa Sare ee Fulinta ama marka uu maqnaanayo, Agaasimaha Hay'adda Shaqaalaha.
 - a. Haddii aan midkoodna la heli karin, Agaasimaha Barnaamijka, Sarkaalka Caafimaadka sare, iyo / ama Agaasimaha Horumarinta Tayada & U-hoggaansanaanta ayaa go'aan ka gaari kara in la hubiyo in macaamiisha aysan khatar ku jirin.
- E. Agaasimaha Hagaajinta Tayada & Compliance (designee) email doonaa nuqul ka mid ah cabashada in Maareeyaha shaqaalaha, Kormeeraha, ama Agaasimaha.
1. Haddii cabashadu ay la xiriirto dhacdo lagu eedeeyay in ay ku dhacday shaqaale, cabashadan ayaa sidoo kale loo gudbin doonaa Human Resources.
 2. Haddii cabashadu ay la xiriirto dhacdo lagu eedeeyay in ay ku dhacday HIPAA, cabashada ayaa sidoo kale loo gudbin doonaa Qarsoodiga.
- F. Maareeyaha, Kormeeraha, Agaasimaha, iyo qofka shaqaalaha ah ee la xusay waa in ay dib u eegaan cabashadu ka muuqato, uuna soo diro qoraal faahfaahsan oo u gaar ah cabashada iyo soo jeedinta (s) si xal loogu helo Agaasimaha Agaasimaha Hormarinta Tayada & U Hogaansanaanta (designee).
- G. Habsami u socodka cabashada waxaa ka mid noqon doona:
1. Jawaabta shaqaalaha
 2. Maareeyaha, Kormeeraha, Jawaabta Agaasimaha
 3. Hay'adaha ku haboon ee xalinta kama dambeysta ah oo ay ka mid yihiin:
 - a. Sarkaalka Sare ee Fulinta
 - b. Sarkaalka Sare ee Clinical
 - c. Agaasimaha of Quality Horumarinta & Compliance
 - d. Agaasimaha Human Resources
- H. Ka baaraandegista cabashooyinka macmiilka waa in si degdeg ah loo sii wadaa sida ugu macquulsan.
1. Jawaab qoraal ah oo kama dambaysta ah ee cabashada waa in la siiyaa macmiilka 15 maalmood gudahood laga bilaabo taariikhda cabashada macmiilka loo gudbiyay.
 2. Waa in aan diiwaangelinnaa cabashooyinka cabashada oo ay weheliso natiijooyinka baaritaanka iyo tallaabooyin ka dhashay oo ay qaadday hay'adda CMMHC.
 3. Macluumaadkaan waa in hay'adda lagu sii hayaa faylal muddo 6 sano ah.
- II. Lambarada telefoonada ee hadda jira iyo cinwaanada wakaaladaha soo socda waxay siiyaan macaamiisha la xiriira mar walba oo ku saabsan cabashooyinka:

magaca	Cinwaanka	City, Gobolka, Zip	Telefoon #	Email Address
MN Waaxda Caafimaadka	625 Robert St N	St Paul, MN 55164	651.201.5000	
Waaxda Qaybta Liisanka Adeegyada Aadanaha	444 Lafayette Rd- PO Box 64242	St Paul, MN 55164-0242	651.296.3971	
MN Board of Behavioral Health & Therapy	335 Randolph Ave, Suite 290	St. Paul, MN, EE. UU. 55102	651.201.2756	bbht.mis@state.mn.us.

Waxda MN ee Barnaamijka Liisanka La-taliyaha Khamriga iyo Daroogada	335 Randolph Ave, Suite 290	St Paul, MN 55102	651.201.5756	
Waxda Xafiiska Xaafadaha Caafimaadka Cabashooyinka (OHFC)	PO Box 64970	St Paul, MN 55164-0970	651.201.4200 ama Toll Free: 1.800.369.7994	health.ohfc-complaints@state.mn.us
Xafiiska Ombudsman ee Naafada iyo Horumarka dhimirka	332 Minnesota Street, Suite W1410 Dhismaha Bangiga Qaranka First	St Paul, MN 55101-2117	651.757.1800 o Lacag bilaash ah: 1.800.657.3506 TTY / Cod: Adeegga MN Relay 1.800.627.3529	ombudsman.mhdd@state.mn.us
Xoghayaha Waxda Federaalka ee Caafimaadka & Adeegyada Aadanaha	200 Independence Avenue SW	Washington, EE.UU. 20201	202.690.7000 ama Toll Free: 1.877.696.6775	
MN Board of Psychology	335 Ave, 270 Randolph Ave	St Paul, MN 55102	612.617.2230	psychology.board@state.mn.us
MN Board of Social Work	2829 University Ave, SE #245	St Paul, MN 55102	612.617.2100	Social.work@state.mn.us
Guddiga MN ee Daaweynta Guurka & Qoyska	335 Ave, 260 Randolph Ave, Ste 260	St Paul, MN 55102	612.617.2220	mft.board@state.mn.us

III. Documentation

- A. Dhammaan cabashooyinka la soo gaaray waa in la qoraa.
- B. Dhamaan habdhaqanka cabashadu waa in lala qoraa.
- C. Nuqul ka mid ah xalka ugu dambeeya ee cabashada ayaa loo gudbin doonaa Agaasimaha Hagaajinta Tayada & U hogaansanaanta On The CMMHC Central Drive.
- D. Cadeymaha cabashada waa in la sii hayaa 6 sano.

Dib u eegay:

- Hogganka

Heerarka / Xeerarka Khusayso:

- 9520.0790, Hoosaadka 4
- 9520.0800 Hoosaad 6
- 9530.6540, A-D
- 245A.04, Hoosaadyada 1, d
- 245G.15, Qaybta 2
- HIPAA: 164.530(d)(1)
- HIPAA: 164.52

Lifaagyada:

- Foomka Cabashada
- Dib-u-eegista Foomka Cabashooyinka iyo Baaritaanka
- Jawaabta Cabasho Template Letter Bilowga ah
- Jawaab cabasho Template Letter Final

Review/ Dib u eegis Taariikhda:

Version (s):	Taariikhda Dib u eegista:	Description of Changes:
1	5/16/16	Siyaasad cusub
2	7/19/16	Ku biireen OPMH, Focus12, OPCD, ACT, TCM, & HIPAA Cabashooyinka Siyaasadda & Nidaamka Hal dukumiinti
3	10/12/16	Updated Xiriir dheeraad ah
4	5/24/17	Waxaa lagu daray Kheyraadka Aadanaha ee siyaasadda oo dhan, waxay meesha ka saartay cabashooyinka ku aadaya BOD-da. Oo lagu kala soocay cabashooyinka iyo cabashada. Ku daray nidaamka cabashada. Cusbooneysiisay Ogeysiiska Cabashada, Cusbooneysiisay Foomka Cabashada, waxaana la cusbooneysiisay Foomka Cabashada & Baaritaanka.
5	2/6/18	New logo, header updated, formatting
6	7/17/18	Qaabaynta siyaasadda, oo la bedelay cidda buuxinaysa foomka Cabashada, ku daray xiriirrada racfaanka iyo ku xadgudbidda heerarka, ayaa ku daray qaybta ku saabsan cabashooyinka aan ku jirin foomka cabashada iyo cabashooyinka ku saabsan shaqaalaha
7	1/19	Dib u eegista sanadlaha ah, luqadda sharciga la cusbooneysiisay
8	10/19	Updated ee taleefoonka #'s for Wakiilka & Xoghayaha Hay'adda Caafimaadka Federaalka & Adeegyada Aadanaha
9	1/20	Dib u eegista sanadlaha ah, formatting
10	2/20	Qeexidda cabashada la cusbooneysiisay ee macaamiisha Detox, nidaamka cabashada la cusbooneysiisay ee macaamiisha Detox
11	7/20	Qeexidda cabashada la cusbooneysiisay ee macaamiisha Focus XII, nidaamka cabashada la cusbooneysiisay macaamiisha Focus XII. Cusbooneysiisay qeexitaanka foomka cabashada. La caddeeyo waqtiga aad la xiriireyso hay'adaha dibadda.
12	1/21	Dib u eegista sanadlaha ah
13	1/22	Dib u eegista sanadlaha ah
14	2/22	Lambarada telefoonada iyo cinwaanada wakaalada la cusbooneysiisay
15	5/22	Waqtiga jawaabta la beddelay laga bilaabo 30 maalmood ilaa 15 maalmood, nidaamyada la caddeeyey, ogeysiiska nidaamka cabashada hawlgab ah
16	1/23	Dib u eegista Annual & horyaalka isbeddelada horyaalka
17	2/23	Cinwaanka Ombudsmanka la cusbooneysiisay
18	5/23	Nidaamka la caddeeyey si loo hubiyo in cabashooyinka la habeeyo si waqtigeeda ku habboon
19	1/24	Dib u eegista sanadlaha ah, new logo
20	12/24	dib u eegista Annual, saaro Focus XII, beddelay Detox la Management kabixashada
21	7/25	dib u eegista Annual, Lambarada telefoonada iyo cinwaanada wakaalada la cusbooneysiisay, Qeexidda cabashada la cusbooneysiisay

Review/ Dib u eegis Taariikhda:

Siyaasadda hore #ee:	Taariikhda Dib u eegista:	Description of Changes:
4.07.03.00	05/16/16	Siyaasadda asalka ah

29-14- Complaints and Grievances - Soma

✓ Published

 View Collaborators 



Policy Collaborators

1

APPROVERS

 JESSICA BRANDON

Approved: Sep 25, 2025