Chapter Title	Chapter #		Subject #
Recipient Rights	RR		990
Subject Title **Stakeholder Participation**	Adopted 05/06/02	Last Revised 12/15/15	Reviewed 11/23/04 7/26/10; 8/22/11; 9/24/12; 9/23/13; 12/10/14 12/15/15

POLICY

Application

This policy shall apply to The Right Door for Hope, Recovery and Wellness and all services operated by or under contract with it.

1.0 Intent

It is the intent of The Right Door for Hope, Recovery and Wellness to identify meaningful opportunities for stakeholder input and involvement in the planning and development of services, supports, and operations through stakeholder participation on quality improvement committees, work teams, and other advisory groups and workgroups as needed.

It is also the intent of The Right Door for Hope, Recovery and Wellness that stakeholder involvement be representative of the scope and diversity of the community. As such, The Right Door for Hope, Recovery and Wellness will seek to provide opportunities for participation and input to the largest number of stakeholders possible within budgetary constraints.

2.0 Designated Committees/Workgroups

The CEO will oversee the development and membership of committees/workgroups within the agency. The Right Door for Hope, Recovery and Wellness Board of Directors will approve the designation of all stakeholder positions on committees/workgroups in which a per diem will be reimbursed to the stakeholder as outlined in section 3.0 of this policy.

3.0 Reimbursement

The Right Door for Hope, Recovery and Wellness will reimburse stakeholders for their participation on designated committees/workgroups. Per diems and mileage reimbursement will be paid at a rate equal to that of The Right Door for Hope, Recovery and Wellness Board per diems and mileage. Per diems will be

Chapter Title	Chapter #		Subject #
Recipient Rights	RR		990
Subject Title **Stakeholder Participation**	Adopted 05/06/02	Last Revised 12/15/15	Reviewed 11/23/04 7/26/10; 8/22/11; 9/24/12; 9/23/13; 12/10/14 12/15/15

paid for stakeholder attendance at committee/workgroup meetings and required trainings. The per diem is understood to cover any time spent in preparation for the meeting and covers any expenses such as child care. Mileage reimbursement will be paid for transportation to and from required meetings and trainings. Mileage reimbursement will be paid to the stakeholder for transportation of him/herself based on actual miles traveled, to the stakeholder for reimbursement of another form of transportation based on actual miles traveled, or for the fees incurred in the use of the public transportation system. Per diems and mileage will be paid only to those stakeholders holding designated positions on committees/workgroups as approved by The Right Door for Hope, Recovery and Wellness Board. Per diems and mileage will not be paid retroactively for meetings attended prior to approval of the designated position.

4.0 Responsibilities

The Right Door for Hope, Recovery and Wellness Authority Board, or designee, will approve the designation of all committees/workgroups in which per diems will be paid to stakeholders.

The CEO, or designee, will approve all appointments of stakeholders to designated committees/workgroups in which per diems will be paid.

The Quality Improvement Director, or designee, will recruit, track, and monitor stakeholder participation on committees/workgroups with oversight by the CEO.

The Right Door for Hope, Recovery and Wellness

Chapter Title	Chapter #		Subject #
Recipient Rights	RR		990
Subject Title **Stakeholder Participation**	Adopted 05/06/02	Last Revised 12/15/15	Reviewed 11/23/04 7/26/10; 8/22/11; 9/24/12; 9/23/13; 12/10/14 12/15/15

Melissa McKinstry, Board Chairperson	Date