

The Right Door for Hope, Recovery and Wellness

Chapter Title Governance	Chapter # G		Subject # 400.1
Subject Title Development, Approval, Dissemination and Application of Procedures	Adopted 3/1/96	Last Revised 04/06/17	Reviewed 11/1/05; 5/21/10; 2/17/14; 04/06/17

PROCEDURE

Application

This procedure shall apply to all staff of The Right Door for Hope, Recovery and Wellness.

1.0 Development

Proposals for the development or modification of The Right Door for Hope, Recovery, and Wellness procedures may be initiated by any The Right Door for Hope, Recovery and Wellness organizational member and submitted for organizational review through the Quality Improvement (QI) process.

2.0 Approval

- 2.1 Procedure proposals so developed and reviewed will be presented to the ICCMHA Administrative Team for recommendation to and approval by the CEO.
- 2.2 Procedures so developed and reviewed will be signed by the CEO to indicate official approval.

3.0 Dissemination

Procedures shall be disseminated to all staff via intranet.

4.0 Application

Policies and procedures are applicable to all of the members of the organization.

Robert S. Lathers, Chief Executive Officer	Date		