

Effective Date:
Revised Date:
Review Date:

North Sound Mental Health Administration
Section 2000 – Compliance: Management Certifications

Authorizing Source:
Cancels:
See Also:
Responsible Staff: Executive Director

Approved By: Board of Directors
Motion #:

Date: 11/23/2005

POLICY #2004.00

SUBJECT: MANAGEMENT CERTIFICATIONS

POLICY

NSMHA shall maintain a process for ensuring that required state certifications are signed by a person with appropriate authority, that the information to be certified is verified with best available information and that exceptions to the ability to certify the information are properly identified on the certification form.

SIGNATORY AUTHORITY

The NSMHA Executive Director shall sign certifications.

VERIFICATION OF CERTIFICATION INFORMATION

The Executive Director shall obtain information from appropriate personnel regarding the ability to certify information contained on the certification form.

EXCEPTIONS TO THE ABILITY TO CERTIFY INFORMATION

Exceptions to the ability to certify information will be brought to the attention of the Executive Director, who will be responsible for evaluating the information and determining whether further explanatory information is required on the certification form.

ATTACHMENTS

None