

Policy 5.1

POLICY TITLE:	PERSON- CENTERED PLANNING	POLICY # 5.1	REVIEW DATES	
Topic Area:	UTILIZATION MANAGEMENT	ISSUED BY: Chief Executive Officer	8/21/14	11/1/15
Applies to:	LRE Staff and Operations, Member CMHSP's and Contracted Providers		9/21/2017	10/20/22
Developed and Maintained by:	CEO and Designee		5/8/2023	2/14/25
Supersedes:	N/A			
		APPROVED BY: Chief Executive Officer		
		Effective Date: January 1, 2014	Revised Date: 2/14/2025	

I. PURPOSE

To establish the standards that define, guide and detail how Lakeshore Regional Entity (LRE) monitors the Community Mental Health Services Programs (CMHSP) and their Provider Networks to ensure compliance with the state and federal laws and Michigan Department of Health and Human Services (MDHHS) contractual requirements pertaining to the practice of Person-Centered Planning in accordance with the [MDHHS Person-Centered Planning Policy](#).

II. POLICY

It shall be the policy of LRE to ensure CMHSP and contracted network providers adopt and adhere to the MDHHS Person-Centered Planning Policy as well as meet Federal and contractual standards and all persons requesting services have their Individual Plan of Service (IPOS) developed through a person-centered planning process. It shall be the policy of the Entity to ensure that persons served are afforded the same choices and opportunities to exercise autonomy, independence and to have full access to the benefits of community living and receive services in the most integrated setting appropriate.

Each Member CMHSP and its contracted providers shall establish procedures for carrying out the MDHHS Person-Centered Planning Policy. The Entity will ensure that its member CMHSP's and their contractual Providers of Residential and Non-Residential home and community-based services are compliant with the Federal Home and Community Based Services Rule (42 CFR Parts 430, 431, 435, 436, 440, 441 and 447).

III. APPLICABILITY AND RESPONSIBILITY

The policy applies to Lakeshore Regional Entity staff and operations, Member CMHSP's and Network Providers (including Providers who render Residential and Non-Residential services through the Habilitation Supports Waiver (HSW) and the 1915i State Plan (formerly b3 Waiver)) that develop an IPOS.

V. MONITORING AND REVIEW

LRE performs at least annual site reviews of member CMHSP's policies/procedures and clinical charts to ensure service plans include all documentation required to meet state and federal requirements. Additional monitoring of applicable Network Providers to assure Home and Community Based Services (HCBS) Final Rule compliance with federal and state regulations through a collaborative, standardized procedure for conducting reviews and ongoing compliance.

This policy will be monitored by the CEO or designee on an annual basis.

VI. DEFINITIONS

N/A

VII. REFERENCES/LEGAL AUTHORITY

- [MDHHS Person-Centered Planning Policy](#)
- [Michigan Mental Health Code – MCL – Section 330.1712](#)
- LRE Policy 5.0 Utilization Management
- LRE Policy 5.15 Adoption of Clinical Practice Guidelines
- 42 CFR §441.725
- Federal Home and Community Based Services Rule (42 CFR Parts 430, 431, 435, 436, 440, 441 and 447.
- 42 CFR §441.530
- 42 CFR §441.710
- [MedicaidProviderManual.pdf](#) Section 17 -Behavioral Health §1915(I) Home and Community-Based Services (HCBS) State Plan Amendment
- [Home and Community-Based Services Program Transition](#)
- MDHHS/PIHP Contract

VIII.CHANGE LOG

Date of Change	Description of Change	Responsible Party
8/21/2014	New Policy	Chief Clinical Officer
11/1/2015	Annual Review	Chief Clinical Officer
9/21/2017	Annual Review	Chief Clinical Officer
6/16/2022	Annual Review	CEO and Designee
10/20/22	Added 42 CFR §441.301	UM/Clinical Manager
5/8/2023	Updated language	
2/14/2025	Annual Review and Update	Clinical Manager