

# Cornerstone Behavioral Healthcare

## Section 19. Risk Management

A. **Risk Prevention and Management Practices:** Cornerstone Behavioral Healthcare (CBH) has identified the following positions who are responsible for risk prevention and management functions.

1. **Clinical**

- a. **Clinical Director:** responsible for identifying and overseeing risk prevention and management functions in client care, and staff development and job functions for clinical departments at CBH.
- b. **Medical Director:** responsible for identifying risk prevention and management functions in Medication Management, Substance Use Disorder Treatment, and Behavioral Health Home Services (BHHO).
- c. **Program Manager – Case Management:** responsible for identifying risk prevention and management functions in Child and Adult Case Management, Peer Services, and BHHO services.
- d. **Program Manager – Outpatient Service:** responsible for identifying risk prevention and management functions in Outpatient services.

2. **Administrative**

- a. **CEO:** responsible for identifying and overseeing risk prevention and management functions in staff development, and job functions for administrative departments at CBH. CEO is directly responsible for HR, Accounting, and Medical Billing.
- b. **Facility Coordinator:** responsible for risk prevention and management functions for our facilities.
- c. **Medical Records Supervisor:** responsible for risk prevention and management functions for Medical Records department.
- d. **HIPAA Compliance Officer:** responsible for risk prevention and management functions for PHI confidentiality, security, and HIPAA breach oversight.
- e. **HR Coordinator:** responsible for risk prevention and management functions for Human Resources department.
- f. **CEO and IT Coordinator:** responsible for risk prevention and management functions for Information Technology department.

B. **Annual Risk Assessment:** CBH's management and governing authority will conduct an annual internal assessment of overall risk.

C. **Plan of Corrective Action:** CBH will draft and complete a plan of corrective action to address immediate and ongoing risks identified in its assessment of overall risk.

D. **Quarterly Review:** CBH will complete a written quarterly review of immediate and ongoing risks related to the following:

1. Service modalities or other organizational practices that involve risk or limit freedom of choice;
2. Not applicable, CBH does not use restrictive behavior management intervention;
3. Cases where it was determined that a client was a danger to himself or herself or others;
4. Physical plants and grounds;
5. Grievances, incidents, or accidents involving clients;
6. Issues related to administering, dispensing, or prescribing medications; and
7. Any confidentiality or privacy breaches

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05/11/2024

Date

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05/11/2024

Date