Cornerstone Behavioral Healthcare
Section 2 License and Certification Requirements

A. Responsibility for Compliance: Cornerstone Behavioral Healthcare (CBH) will comply with all core standards and applicable program specific standards that apply to CBH's services unless formally waived by the department.

1. CBH will follow all other applicable rules and regulations from both State and Federal authorities.
2. CBH will ensure that all staff are trained in Behavioral Organizations Licensing Rules and regulations.
3. CBH will develop policies and procedures to comply with Licensing Rules.
4. N/A CBH does not run residential services.

B. Non-transferable License: CBH in the event of a change in ownership of the organization, CBH will apply for a new license.

C. License Posted: Licenses will be posted conspicuously in areas that are accessed by the public.

D. Initial or Renewable Application for License: CBH will follow all requirements in renewing its licenses.

E. Documents Required with Initial Application: CBH already has an existing license.

1. Emergency, Disaster, Hazard, and Evacuation Plan see PM 35 Disaster and Evacuation Plan
2. Closure Policy, see Sec 11I

F. Provisional License: CBH is already operating as a licensed Behavioral Health Organization.

G. Full License: is issued for a term of two (2) years. CBH is fully licensed and, to the best of the organization's ability, will comply with all applicable rules and statutes for Licensed Behavioral Organizations.

H. Conditional License: If CBH was issued a conditional license, the CEO and Clinical Director, in coordination with Senior Management, will take steps to correct all infractions of licensing rules to comply with current standards.

I. Amended License Required When Changes Occur: If CBH needs to amend its license, we will follow the requirements as stated in this section. The CEO and Clinical Director will evaluate and approve any amendments to the CBH's license.

J. Waivers of a Licensing Rule: If CBH needs to request waiver of a licensing rule, CBH will follow the requirements as stated in this section. Waiver requests will be sent to the CEO and Clinical Director electronically for evaluation and approval and will contain the following information, as required:

1. Must provide clear and convincing evidence, including expert opinion at the request of the Department, which demonstrates to the satisfaction of the Department that the organization's alternative method will comply with the intent of the rule provision
2. Must be for a specific period of time and must be renewed annually
3. Will not violate the rights of clients receiving services
4. Will not violate billing rules as specified by payers
5. The provision is not mandated by state or federal law

K. Issued License Extends to Identified Physical Sites: CBH will follow licensing rules and regulations around identified physical sites.

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L. Specifications of a License: CBH will provide all information required for the specification of the license.

M. National Accreditation and Deeming: N/A – CBH does not participate in a national accreditation.

N. Approval for Occupancy: CBH will follow licensing rules and regulations around occupancy rules with regard to State Fire Marshal, safe drinking water, and any local rules and regulations.

Frank Willard _____ 10/05/2026 _____

CEO Date