

WCHO		<i>Policy</i>	
Department: Administration/Human Resources Author: Linda L. Brown		<i>Executive Director Authority—Position Control and Employee Compensation</i>	
		Local Policy Number (if used)	
Revision Date	Approval Date 11-15-11	Implementation Date 12-1-11	
Archive Information			
Date:			
Reason:			

I. PURPOSE:

The intent of this Policy is to provide the Washtenaw Community Health Organization’s Executive Director or Designee with the necessary decision-making authority to assure that the agency maintains the appropriate number and classifications of positions and resources to carry out the Board’s over-all purpose, policies, and goals.

II. POLICY

It is the Policy of the WCHO that the Executive Director or Designee has decision-making authority to determine the human resources necessary to manage the organization’s operations.

III. APPLICATION

This Policy shall govern the authority of the Executive Director or Designee regarding the human resources of the organization.

IV. DEFINITIONS

None

V. STANDARDS

- A. Executive Director or Designee (ED) is responsible for commitments of resources and the organization and control of these resources.
- B. ED is responsible for decisions related to the maintenance of professional competence so as to provide high quality services within the guidelines of the Board.
- C. ED is responsible for the control over operations, subordinate managers and employees.
- D. ED is responsible for the development and maintenance of employee pay schedules, benefit packages, and retirement options.
- E. ED is responsible for establishing and determining Human Resource policies, job descriptions, employee classifications, and the number of required full time equivalent positions.
- F. Decisions will be made within the annual budget and proposed organizational structure, as amended and approved by the Board.

VI. EXHIBITS
None

VII. REFERENCES

Reference:	Check if applies:	Standard Numbers:
42 CFR Parts 400 et al. (Balanced Budget Act)	X	
45 CFR Parts 160 & 164 (HIPPA)		
42 CFR Part 2 (Substance Abuse)		
Michigan Mental Health Code Act 258 of 1974	X	
JCAHO- Behavioral Health Standards		
MDCH Medicaid Contract		
MDCH Substance Abuse Contract		
Michigan Medicaid Provider Manual		