



ADMINISTRATIVE RULES OF MONTANA



37.106.1010 WRITTEN POLICIES AND PROCEDURES

- (1) Each outpatient center for primary care shall maintain a policy and procedure manual. The policy and procedure manual shall be reviewed and updated as necessary, but at least annually. The manual shall contain policies and procedures for:
 - (a) notifying staff of all changes in policies and procedures;
 - (b) addressing patient rights, including a procedure for informing patients of their rights;
 - (c) informing patients of the policy and procedures for patient complaints and grievances;
 - (d) addressing and reviewing ethical issues faced by staff and reporting allegations of ethics violations to the applicable professional licensing authority;
 - (e) emergency procedures of the birth center;
 - (f) establishing fiscal policies governing the management of organization; and
 - (g) developing and implementing policy(s) for security.
- (2) The policy and procedures manual must include a current organizational chart delineating the lines of authority, responsibility, and accountability for the administration and provision of all facility patient services.

Authorizing statute(s): 50-5-103, 53-6-106, MCA

Implementing statute(s): 50-5-103, 50-5-106, MCA, NEW, 2011 MAR p. 578, Eff. 4/15/11.

History: