

**BOARD OF DIRECTORS OF VALLEY CSB
POLICY**

POLICY: POLICY DEVELOPMENT AND APPROVALS	ORIGINAL DATE: 06/04	REVISION DATE: 10/08;10/10; 09/18	REVIEW DATE: 09/11;11/18
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Purpose:

The purpose of this policy is to provide clear guidance on the development, routing and approval of new and updated policies and procedures for Valley Community Services Board.

Background

Valley Community Services Board (VCSB) is guided by the policies, procedures and regulations of the Department of Behavioral Health and Developmental Services (DBHDS), DBHDS Department of Licensing, Department of Medical Assistance Services (DMAS), Virginia and Federal laws and regulations, the VCSB Board of Directors and other clinical requirements. To ensure that VCSB is in compliance with these requirements, the following practices will be followed for policy developments and approvals.

Policy & Procedure Routing:

The VCSB Board of Directors will receive, review, and act upon Policies and Procedures for Clinical Operations, Quality Management, Regulatory Compliance, Fiscal Management, Human Resources Management, Information Technology, and General Administrative Support as developed by VCSB Senior Leadership; reviewed by the appropriate Committee of the VCSB Board of Directors; with final approval by the VCSB Board of Directors. A complete review of all Board level Policies and Procedures will be accomplished on a triannual basis or a necessary.