

## Compliance Reporting/Meeting Structure

### Compliance Workgroup

- Chaired by Compliance Officer
- Meets monthly
- Workgroup consists of Compliance auditing staff; Program Directors; Program Assistant Directors; Centralized Plan Coordination manager
- Reviews/Addresses:
  - Compliance Issues reported for the month; identifies trends, areas of concern; corrective actions
  - Compliance incentive Program activities
  - Audit results (internal and external)
  - Regulatory changes
    - Determines operational activities that may need revision

### Compliance Committee of the Board

- Chaired by a Board member, supported by the Compliance Officer
- Meets monthly.
- Attendance includes Board member(s), Compliance Officer, CFO, Executive Director, Associate Executive Directors for Program Services and Clinical/Ancillary
- Reviews Compliance reports from Divisions
  - Compliance reports are done by the following divisions: HR, QA/Compliance, Finance, Residential, Community Supports (DH, CH, Respite), Clinic, Centralized Plan Coordination, Facilities, Monarch (business operation),
  - See report template
- Minutes from this committee go to the full board each month.