



# MONTANA STATE HOSPITAL POLICY AND PROCEDURE

## GOVERNANCE

**Effective Date:** January 18, 2017

**Policy #:** ADM-09

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**I. PURPOSE:** To identify responsibilities for governance, management, and control of Montana State Hospital (MSH) as delineated by Montana Statute.

**II. POLICY:**

- A. MSH is operated by the Montana Department of Public Health and Human Services (DPHHS), an executive branch agency of Montana State Government. The Hospital is administered by the Addictive and Mental Disorders Division (AMDD) of DPHHS.
- B. The Governing Body meets on a quarterly basis during usual operation and as necessary to respond to emergent needs.
- C. The Administrator of AMDD meets with the Hospital Administrator regularly both by phone and in person, and is readily available as needed.
- D. MSH is governed under the laws and policies of the State of Montana and DPHHS.
- E. 53-1-604 M.C.A. Responsibility of superintendents of institutions. This statute reads:

*The superintendents of institutions in the department of public health and human services are responsible for the immediate management and control of their respective institutions, subject to the general policies and programs established by the department.*

**III. DEFINITIONS:**

- A. Governing Body – Consists of the Deputy Director of DPHHS, the Branch Manager of Medicaid and Health Services of DPHHS, the Administrator of AMDD, and the Hospital Administrator.

**IV. RESPONSIBILITIES:**

- A. Governing Body – Will meet quarterly.
- B. Hospital Administrator (Superintendent) –Scheduling quarterly meetings of the Governing Body and the overall management, control, and operation of the facility.



