



Title: Policy and Procedure	Page: 1 of 1
Section: 2 Program Service and Operation	Date: June 1, 2018
Policy: HH2-7A.01 Performance Improvement Committee	Replaces: December 1, 2017

PURPOSE

To provide written policies and procedures that established and implemented by the Agency regarding identification, evaluation, and discussion of ethical issues.

- A. Agency developed a Compliance Committee to evaluate, audit and manage the grievance process of the Agency
- B. A Registered Nurse is the Supervisor of the Compliance Committee as the Compliance/Grievance Nurse
- C. The Committee is made up of:
 - a. 2 License Practical Nurse
 - b. STNA and Caregiver
 - c. 1 Client
- D. The Compliance Nurse schedules committee meetings to discuss the overall issues of the Agency and any ethical issues.
- E. The Compliance Nurse Reports directly to the Board of Directors/Partners and provide weekly updates of what areas needs to be corrected.
- F. An Annual Performance Evaluation is conducted by the Committee; along with a Agency wide Client and Staff Survey
- G. Compliance Nurse conducts a 100% mandatory in-service Ethical training to address local agency issues and concerns.

Departments Involved in Development: Board of Directors, Compliance Committee, Legal Counsel
Reviewed by Executive Board and approved by the Board 06/01/18
Reviewed by Compliance Officer and approved 06/01/18
All previous versions are obsolete