

<b>SUBJECT</b> Succession of CEO Administrative Responsibilities		<b>CHAPTER</b> 01	<b>SECTION</b> 03	<b>SUBJECT</b> 04
<b>CHAPTER</b> Administration		<b>SECTION</b> General Operations		
<b>WRITTEN BY</b> Jim Johnson	<b>REVIEWED BY</b>		<b>AUTHORIZED BY</b> PIHP Board	

I. APPLICATION:

- PIHP Board     
  CMH Providers     
  SUD Providers  
 PIHP Staff     
  CMH Subcontractors

II. POLICY STATEMENT:

It is the policy of Region 10 PIHP that a clear line of leadership will always be in place between the Board and the Agency, the Agency and its funders, the Agency and its contractual provider network, and the Agency and the community at large (including the media).

III. DEFINITIONS:

A clear line of leadership means that there is an unquestionably identified lead staff functioning in the role of Chief Executive Officer (CEO) that is responsible and authorized to conduct the business of Region 10 on all counts within the Boards expressed parameters.

IV. STANDARDS:

- A. Should the CEO become unexpectedly unavailable and/or incapacitated and unable to perform the duties of the position, the COO will take on the role of Acting CEO immediately and will inform the Board Officers, the Michigan Department of Health and Human Services (MDHHS) and any other entities that may need to know that information. Communication will be sent to same parties when the CEO is able to resume his/her duties.
- B. Should the Board choose to render the CEO unavailable to carry out the duties of that position (suspension, termination, etc.), the Board will formally designate an Acting (or Interim) CEO until such a time as the CEO is returned by the Board or the Board formally selects a succeeding CEO.
- C. Should the term of an Acting or Interim CEO be reasonably expected to last six months or longer, the Board shall ensure that this role is filled by an employee of Region 10, and not via a staff leased from any Community Mental Health Agency.

V. PROCEDURES:

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1. N/A

VI. EXHIBITS:

A. N/A