

HEALTHWEST

Procedure

No. 10-012

Prepared by:

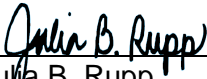
Judith E. Cohen
Network Manager

Effective: June 1, 2002

Revised: March 20, 2018

Approved by:

Subject: Maintenance of Provider Manual



Julia B. Rupp
Executive Director

I. APPLICATION

All contracted Providers of HealthWest.

II. PURPOSE

To assure HealthWest Provider Manual is in compliance with all applicable standards.

III. PROCEDURE

- A. The HealthWest Provider Manual can be electronically accessed at the HealthWest internet site: **www.healthwest.net**.
- B. HealthWest Network staff will provide updates to Provider Manuals via the internet.
- C. HealthWest Network staff will provide immediate updates to Provider Manuals when:
 - 1. New standards are forwarded by the Lakeshore Regional Entity and are effective in the current contract year.
 - 2. Safety or compliance deficits are identified and warrant immediate release of information to remediate deficit.
- D. Network staff will provide orientation to Providers on all new standards at regularly scheduled Provider meetings or via e-mail.

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