

ALBERTINA KERR CENTERS
Program and Accreditation Committee Charter

Purpose

The Program and Accreditation Committee (“Committee”) shall assist the Board of Directors in oversight of: (a) the type and quality of programs offered by the corporation, ensuring compliance with the policies and the strategic plan established by the Board of Directors; (b) meeting, on an ongoing basis, the standards established, and periodically revised, by a nationally recognized accreditation body for Kerr’s Children’s Crisis Psychiatric Care (Subacute) and Outpatient Children’s Mental Health programs; (c) the human resources, property and fleet management, and IT functions of the corporation as they relate to the programs; and, (d) government relations and program-related marketing plans and activities.

Membership

The Committee shall be appointed by the Board of Directors and shall be comprised of at least three (3) directors and such other individuals as may be appointed by the Board by reason of expertise or experience. The Committee, in aggregate, shall have health care management, human resources management, consumer experience, and public affairs expertise. The Chair shall be elected by the Board of Directors. The Committee shall meet at least quarterly.

Authority and Responsibilities

1. Annual Review and Evaluation of Programs. On at least an annual basis, and prior to the approval of the subsequent fiscal year’s operating and capital budgets by the Board of Directors, the Committee will review management’s recommendations for all programs in compliance with the policies and the strategic plan established by the Board of Directors, and recommend such programs as the Committee deems appropriate to the Board of Directors. Such review shall include, but not be limited to, the number of people served, outcomes for the people served, consumer and payer satisfaction survey results, financial operating results, licensing and accreditation survey results, and other data that may assist the Committee in evaluating program effectiveness and alignment with the strategic plan of the Board of Directors.

2. Review of the Establishment of New Programs and Programs Proposed to be Eliminated. The Committee shall review new programs recommended by management and programs recommended for elimination and make recommendations as the Committee deems appropriate to the Board of Directors in these matters.

3. Accreditation of Kerr’s Children’s Crisis Psychiatric Care (Subacute) and Outpatient Children’s Mental Health programs by a nationally recognized accreditation body. The Committee shall assure that the standards of accreditation

body are continuously met by Children's Crisis Psychiatric Care and Outpatient Children's Mental Health programs. The Committee is responsible to provide for the effective functioning of activities related to: delivering quality care to clients; performance improvement; risk management; credentialing of professional staff, and financial management. The Committee shall approve the credentialing of professional staff, report to and advise the Board of Directors regarding the performance of professional staff, and at least annually review and approve the operating plans of Children's Crisis Psychiatric Care and Outpatient Children's Mental Health programs. Such annual plans include, but are not limited to: leadership plan; credentialing plan; and the performance improvement plan. In addition, the Committee will review annually child and program specific outcomes. The Committee shall receive quarterly management reports regarding important functions including, but not limited to: performance improvement activities including; sentinel events; risk management activities; utilization of emergency safety interventions; and medication procedures.

4. Human Resources. The Committee shall periodically review and report to the Board of Directors information regarding the corporation's: human resources policies and procedures; employee compensation and benefit plans; work force-related data including, but not limited to, employee turnover rates and the results of employee opinion surveys and/or focus groups; significant employee grievances and law suits; and other information that would assist the Committee to evaluate the effectiveness and efficiency of the human resource function of the corporation.

5. Government Relations and Program Marketing Plans and Activities. The Committee shall annually review and report to the Board of Directors management's government relations plan and program marketing plan. The Committee shall receive semi-annual reports from management as to the effectiveness of government relations and marketing activities outlined in such plans. The Committee shall provide recommendations to the Board of Directors regarding involvement of the corporation and its directors and officers in public education and lobbying activities that are allowable by IRS tax code of Section 501(c)(3) public benefit corporations as defined by State and Federal law, Kerr's Articles of Incorporation and its Bylaws.

6. Committee Performance Evaluation. The Committee shall annually review its own performance and report the results of such reviews to the Board of Directors.

7. Charter. The Committee shall review and assess the adequacy of this Charter periodically as conditions dictate, but at least annually, and recommend approval of any modifications to the Board of Directors.