

conjunction with the CFO and QM Director has final approval authority with regard to EC Policies and Procedures.

Organization wide and departmental EC Policies and Procedures are reviewed at least annually to evaluate whether they remain relevant and effective. Additional interim reviews are performed as needed.

Environment of Care Officer (ECO) Appointment

As stated above, the CEO is responsible for managing the ECO appointment process. The CEO selects a qualified individual capable of overseeing the development, implementation, and monitoring of the overall EC Program. By this appointment, the ECO is assigned overall operational responsibility for the EC Program. To this end the Immediate Threat to Life and/or Property Policy has been established.

Immediate Threat to Life and/or Property Policy

The Chief Executive Officer of Cumberland Heights is responsible for identifying individuals who may intervene whenever conditions pose an immediate threat to life or health, or threaten damage to equipment or buildings. The objective is to identify and intervene in an imminent threatening situation before a loss occurs. This overall command and control authority is delegated, in order, to:

- The Chief Financial Officer, the Chief Medical Officer, or the Chief Administration Officer depending on the nature of the threat
- The senior member of Executive Management present
- Environment of Care Officer
- The senior member of the Directors or Managers present
- The senior member of the counseling staff present

Such delegation of authority allows Cumberland Heights to take timely and decisive action to implement this policy 24 hours a day,

Annual Evaluation of Plans

The ECO has the overall responsibility for conducting and coordinating the annual evaluation process for each of the Plans associated with management of the Environment of Care Program.

The annual evaluation utilizes a variety of information sources, including the reports from Policies and Procedures review, incident report summaries, Committee minutes and reports, and other summaries of activities, including findings by regulatory agencies. The annual review examines the objectives, scope, performance and effectiveness of each Plan. The findings of the annual review are presented in a narrative summary report, along with supporting documentation of each Plan's performance, and reported in the Annual Report. Strengths and weaknesses are noted and evaluated and goals for the next year are established.

The Committee reviews, comments and approves the report, with any recommendations being documented in the Committee minutes. The annual evaluation is distributed to Executive Management, the Executive Committee of the Board of Directors and Directors and Managers, as appropriate. If recommendations are made, the ECO is responsible for implementing the recommendations as part of the overall performance improvement process.

Reviewed: 12/13 RT, 11/14 RT

Revised: 11/2011 RT, 11/14 CRB