

CAHC Clinical or Mental Health Provider Vacancy

MH Crisis Coverage Required
(Submit Plan for Approval)

Absence/Leave

Vacancy

0 to 3 Months

Whether or not grant funds used for provider salary:

Option to provide coverage at some level

Provider may be shared across two CAHCs for a maximum of 8 hours per week

Budget amendment may be required

Extended Absence 3 to 6 Months

Whether or not grant funds used for provider salary:

Must provide coverage at some level

Provider may be shared across two CAHCs for a maximum of 8 hours per week

No coverage: Return some level of grant funds

7 to 12 Months

Whether or not grant funds used for provider salary:

Must hire temporary provider

No coverage: Return some level of grant funds

12 months w/o provider results in change of model

CAHC must notify CAHC Agency Consultant at MDHHS in writing within 10 days of provider absence with the following information:

- 1) Date absence begins/began
- 2) Unplanned (e.g., termination, resignation) or Planned (e.g., leave of absence)
- 3) Expected date of new hire (Unplanned) or return (Planned)
- 4) Plans for provider coverage, mental health crisis coverage, and any budget amendments must be submitted in writing to MDHHS for prior approval

Failure to notify MDHHS of a provider vacancy may be considered a breach of contract.

