	<b>General Policy</b>		
	<b>Chapter:</b>	Board Operation and General Administration	<b>Policy #</b> 1-14-1
	<b>Section:</b>	Applicable Laws	<b>Revision #</b> 1


- I. **PURPOSE:** To establish policy and procedures regarding all legal requirements applicable to West Michigan Community Mental Health.
- II. **APPLICATION:** All programs and services which are provided by or contracted by West Michigan Community Mental Health.
- III. **REQUIRED BY:** The Commission on Accreditation of Rehabilitative Facilities (CARF).
- IV. **DEFINITIONS:** Not applicable
- V. **POLICY:** It is the policy of West Michigan Community Mental Health to abide by all applicable laws and regulations set forth by the State of Michigan and the federal government. Those laws and regulations include the following: (Omissions of any law and/or regulation in this list are unintentional and do not indicate noncompliance by West Michigan Community Mental Health.)

**Federal Laws include:**

1. Title VII of the Civil Rights Act
2. Section 1981 - Reconstruction Era Civil Rights Act
3. Age Discrimination in Employment Act
4. Americans with Disabilities Act of 1990
5. Equal Pay of 1963
6. Executive Order 11242 (Affirmative Action Plan)
7. Rehabilitation Act of 1973 (Affirmative Action Plan for individuals with handicaps)
8. Vietnam Era Veteran's Readjustment Assistance Act of 1974 (Affirmative Action Plan for persons who served in the military during the Vietnam War)
9. Fair Labor Standards Act
10. Employee Retirement Income Security Act
11. Consumer Credit Protection Act
12. Federal Insurance Contributions Act (FICA)
13. Federal Unemployment Tax Act (FUTA)
14. National Labor Relations Act
15. Immigration Reform and Control Act of 1986 (I-9 Form)
16. Consolidated Omnibus Budget Reconciliation Act (COBRA)
17. Employee Polygraph Protection Act of 1988
18. Family and Medical Leave Act (FMLA)
19. Occupational Safety and Health Act (OSHA)
20. Balanced Budget Act of 1997
21. Health Insurance Portability and Accountability Act of 1996
22. Code of Federal Regulations (Titles 21, 42 and 45)

**Michigan Law includes:**

1. Persons with Disabilities Civil Rights Act
2. Michigan Occupational and Safety and Health Act (MIOSHA)
3. Michigan's Minimum Wage Law of 1964
4. Payment of Wages and Fringe Benefits Act, Public Act 390 of 1978

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5. Garnishment and Wage Assignment in Michigan
6. Youth Employment Standards Act
7. The Michigan Employment Security Act
8. Michigan Worker's Disability Compensation Act of 1969
9. Elliott-Larsen Civil Rights Act
10. Bullard-Plawecki Employee Right to Know Act 397 of 1978
11. Polygraph Protection Act of 1981 Act 44 of 1982
12. Michigan's Whistleblowers' Act
13. Employment Relations Commission Act 176 of 1939

**Other potential laws:**

1. Mental Health Code Act of 1974
2. Department of Health and Human Services - Administrative Rules
3. MDHHS and CMH Office of Recipient Rights Section 722 of Act 258, Public Acts 1974
4. DHS Child Protective Services Act 238, Public Acts 1975
5. DHS Adult Protective Services, Act 519, Public Acts 1982
6. Child Protection Law Act 238 of 1975
7. State or Local Police Agencies


VI. **PROCEDURES:**

1. The Chief Executive Officer shall ultimately be responsible for ensuring proper compliance with all applicable state and federal laws and regulations pertaining to West Michigan Community Mental Health.

The Chief Executive Officer shall assign CMH staff members as appropriate to oversee the administrative functions required for proper compliance with all applicable laws and regulations set forth by the state of Michigan and the federal government.

2. Separate policies and procedures shall be written or issues addressed in the employee agreement to provide further clarification as deemed necessary or as mandated by the state of Michigan and federal laws and/or regulations.

VII. **SUPPORTING DOCUMENTS:** Not applicable

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VIII. **POLICY/PROCEDURE REVIEW:**

REV#	APPROVED BY	Policy/Procedure	DATE
NC	Unknown		06/19
1	Kevin Wilske	Procedure	12/20
1	SMT	Annual Review	2/3/2022
1	SMT	Annual Review	4/25/2023
1	SMT	Annual Review	02/2024
1	SMT	Annual Review	2/2025
<b>Board Approval Date:</b> 3/19/1996			

VIII. **CHIEF EXECUTIVE OFFICER ENDORSEMENT:**

I have reviewed and approved of policy # 1-14-1 Revision# 1.

CEO: Julia Rupp

Approval Signature: \_\_\_\_\_