



**CENTRA WELLNESS NETWORK  
PROCEDURE 03.17 FAMILY PLANNING**

**I. PURPOSE STATEMENT:**

Centra Wellness Network's (CWN) Governing Body establishes and evaluates policies and related procedures as required by statutory and contractual obligations.

CWN reserves the right in its sole discretion to adopt and implement policies and procedures that ensure a safe, functional and professional workplace that operates with integrity using person-centered focus and planning, trauma informed practices and respect of others, cultural sensitivity and transparency in communication and practice. Organizationally and in practice, CWN is responsive to the needs of clients, community and staff.

Any statements and procedures are subject to review and/or unilateral change, modification, suspension or cancelation in whole or in part of any published/unpublished policies or procedures without notice and without having to give cause, justification, or consideration to any employee. Recognition of these rights and prerogatives of CWN is a term and condition of and maintaining employment.

Policies and Procedures are approved by the Board and/or upon recommendation by the Executive Director or his/her designee.

**II. APPLICATION:**

Agency Wide, including employees, affiliated providers and interpreters.

**III. DEFINITIONS:**

**Family Planning Services:**

a specialized counseling service that focuses on values clarification and decision-making about such issues as marriage, sexuality, birth control, and childbearing.

**IV. POLICY STATEMENT:**

The intent of this procedure by CWN is to provide notice of availability of family planning and health information to client and make referrals when appropriate.

**V. PROCEDURES:**

- A. The individual in charge of the client's written plan of service shall provide notice to clients, their guardians, and parents of minor clients of the availability of family planning and health information services.
- B. Upon request of the client, guardian or parent of a minor client, staff shall provide referral assistance to providers of family planning services and health information.
- C. The individual in charge of the written plan will provide follow up to the referral and assure the coordination of services as appropriate, consistent with the standard procedure for the development of the individualized plan of services.
- D. Notice shall include a statement that mental health services are not contingent upon receiving family planning services.
- E. If a client during the course of treatment requests information in the areas of abortion, sterilization, or contraception, the individual in charge of the client's written plan of service shall make a referral to the appropriate agency whose mandates cover these areas.

**VI. EXHIBITS:**

N/A

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**VII. REFERENCES:**

| <b>Authority and Related Directives Trace</b> |  |
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| Federal                                       | 42 CFR §438.224; 42 CFR, Chapter 102, Subchapter IV, §9501, Bill of Rights, (2)(B) |
| State   | MHC 330.1752 (1)(c)(f); Michigan Administrative Rule (AR) 330.7029                 |
| NMRE  | Administrative Manual, Policy #07-01-014, Member Services                          |
| County  | Interlocal Agreement of December 1992 Section IX(j)                                |
| CARF  | CARF 2022 Behavioral Health Standards  |
| Other   | CWN Board By-Laws, Section 7.E.  |