

A TAB SECTION

DATE OF MEETING 2/17/16

MATERIAL
PREPARED BY: Adcock

DATE MATERIAL
PREPARED 2/5/16

AGENDA ITEM:	Review/Approve – Final PRC Charter
ENCLOSURES:	Draft Charter

BACKGROUND/DESCRIPTION:

At the November 2015 meeting, members of the Patients' Rights Committee discussed and provided updates to the PRC Charter. Once approved by the Committee, the Charter will be posted on the CMHPC website and included in committee packets.

**CMHPC
PATIENTS' RIGHTS COMMITTEE
CHARTER 2016**

CMHPC Mission:

The CMHPC evaluates the mental health system for accessible and effective care. It advocates for an accountable system of responsive services that are strength-based, recovery-oriented, culturally competent and cost-effective. To achieve these ends, the Council educates the general public, the mental health constituency, and legislators.

Patients Rights' Committee Purpose:

The purpose of the Patients' Rights Committee, as mandated in Welfare and Institutions Code Section 5514, is to monitor and report on the access, depth, sufficiency, and effectiveness of advocacy services provided to psychiatric patients. To advise the directors of CA Department of State Hospitals and CA Department of Health Care Services on policies and practices that affect patients' rights at the county and state-level public mental health system provider sites.

Mandate: Welfare and Institutions Code (WIC); Division 5.

Part 1; Chapter 6.2 - Mental Health Advocacy;

Article 2. Patients' Rights Program [5510 - 5514]:

5514:

There shall be a five-person Patients' Rights Committee formed through the California Mental Health Planning Council. This committee, supplemented by two ad hoc members appointed by the chairperson of the committee, *shall advise the Director of Health Care Services and the Director of State Hospitals regarding department policies and practices that affect patients' rights. The committee shall also review the advocacy and patients' rights components of each county mental health plan or performance contract and advise the Director of Health Care Services and the Director of State Hospitals concerning the adequacy of each plan or performance contract in protecting patients' rights.* The ad hoc members of the committee shall be persons with substantial experience in establishing and providing independent advocacy services to recipients of mental health services.

(Amended by Stats. 2012, Ch. 34, Sec. 108. Effective June 27, 2012.)

Guiding Principles: All advisory efforts and work products shall be promulgated or produced to ensure that the following best practices and principles are included:

Cultural Competence

Wellness and Recovery Based

Community Collaboration

Integrated Care

Consumer and Family Member Driven

Full Accessibility Across the Life Span

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OBJECTIVES:

1. Ensure consistency in the application of WIC Sections regarding the duties of Patients' Rights Advocates, especially WIC sections 5150, 5151, and 5152.
2. Obtain information from Patients' Rights Advocates on activities, procedures and priorities.
3. Inform local Mental Health Boards on duties of Patients' Rights Advocates.
4. Address the ratio of Patients' Rights Advocates to the general population.

Roles and Responsibilities:

Regular attendance of committee members is expected in order for the Committee to function effectively. If a committee has difficulty achieving a quorum due to the continued absence of a committee member, the committee chairperson will discuss with the member the reasons for his or her absence. If the problem persists, the committee chair can request that the Executive Committee remove the member from the committee.

Members are expected to serve as advocates for the committee's charge, and as such, could include, but are not limited to:

- Attend meetings
- Speak at relevant conferences and summits when requested by the committee or the Planning Council
- Participate in the development of products such as white papers, opinion papers, reports and other documents
- Distribute the committee's written products to their represented communities and organizations
- Assist in identifying speakers for presentations

Materials will be distributed as far in advance as possible in order to allow time for review before the meetings. Members are expected to come prepared in order to ensure effective meeting outcomes.

Membership:

Committee Members:

<i>Daphne Shaw, Co-Chair</i>	<i>Carmen Lee</i>
<i>Cindy Claflyn, Co-Chair</i>	<i>Walter Shwe</i>
<i>Dan Brzovic, ad-hoc member</i>	<i>Adam Nelson</i>
<i>Richard Krzyzanowski, ad-hoc member</i>	<i>Staff: vacant</i>

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General Principles of Collaboration:

The following general operating principles are proposed to guide the committee's deliberations:

- The committee's mission will be best achieved by relationships among the members characterized by mutual trust, responsiveness, flexibility, and open communication.
- It is the responsibility of all members to work toward the committee's common goals.
- To that end, members will:
 - Commit to expending the time, energy and organizational resources necessary to carry out the committee's mission
 - Be prepared to listen intently to the concerns of others and identify the interests represented
 - Ask questions and seek clarification to ensure they fully understand other's interests, concerns and comments
 - Regard disagreements as problems to be solved rather than battles to be won
 - Be prepared to "think outside the box" and develop creative solutions to address the many interests that will be raised throughout the Committee's deliberations

Decision Making:

The Committee will work to find common ground on issues and strive to seek consensus on all key issues. Every effort will be made to reach consensus and opposing views will be explained. In situations where there are strongly divergent views, members may choose to present multiple recommendations on the same topic. If the Committee is unable to reach consensus on key issues, decisions will be made by majority vote. Minority views will be included in the meeting highlights.

Meeting Protocols:

The Committee's decisions and activities will be captured in a highlights document, briefly summarizing the discussion and outlining key outcomes of the meeting. Viewpoints will be recorded but not be attributed to a specific member. The meeting highlights will be distributed to the Committee within one month following the meeting. Members will review and approve the previous meeting's highlights at the beginning of the following face-to-face meeting.

Media Inquiries:

In the event the Committee is contacted by the press, the Chairperson will refer the request to the CMHPC's Executive Officer.