



## COUNTY OF HUMBOLDT

AGENDA ITEM NO.

**C-13**

For the meeting of: January 10, 2017

Date: December 15, 2016

To: Board of Supervisors

From: Connie Beck, Director  
Department of Health and Human Services

*for Connie Beck*

Subject: Approval of Teri Vodden, LCSW as Clinical Director and Hospital Administrator of Humboldt County Mental Health – Sempervirens

### RECOMMENDATION(S):

That the Board of Supervisors:

1. Adopts the statements of qualifications and duties pertaining to the position of Clinical Director and Hospital Administrator; and
2. Acting as the Governing Body of Sempervirens Psychiatric Health Facility, approve the appointment of Teri Vodden, LCSW as Clinical Director and Hospital Administrator of Humboldt County Mental Health Sempervirens Psychiatric Health Facility, effective October 28, 2016.
3. Directs the Clerk of the Board to forward one (1) certified copy of the Board Report to the DHHS-Contract Unit for transmittal to DHHS-Mental Health Administration.

### SOURCE OF FUNDING:

Mental Health Fund

Prepared by: Jeff Hitchcock, AA

CAO Approval

*[Signature]*

REVIEW:

Auditor \_\_\_\_\_ County Counsel *Sm* Human Resources *DP* Other \_\_\_\_\_

TYPE OF ITEM:

☒ Consent  
☐ Departmental  
☐ Public Hearing  
☐ Other \_\_\_\_\_

PREVIOUS ACTION/REFERRAL:

Board Order No. \_\_\_\_\_

Meeting of: \_\_\_\_\_

**BOARD OF SUPERVISORS, COUNTY OF HUMBOLDT**

Upon motion of Supervisor *Fennell* Seconded by Supervisor *Wilson*

Ayes *Sundberg, Fennell, Bass, Bahn, Wilson*  
Nays \_\_\_\_\_  
Abstain \_\_\_\_\_  
Absent \_\_\_\_\_

and carried by those members present, the Board hereby approves the recommended action contained in this Board report.

Dated: *Jan. 10, 2017*

By: *[Signature]*  
Kathy Hayes, Clerk of the Board

## DISCUSSION:

California Code of Regulations Title 22 §77081 requires that the governing body of a psychiatric health facility appoint a clinical director whose qualifications, authority and duties are defined in a written statement adopted by the governing body (attachment 1). Senior Program Manager Teri Vodden, LCWS has agreed to accept the additional duties required by this appointment.

California Code of Regulations Title 22 §77091 requires that each Psychiatric Health Facility shall have an administrator who has primary responsibility for business and support services for the clinical program (attachment 2). The administrator shall have direct access to the clinical director for the purpose of communicating the status of business and support services of the psychiatric health facility. Senior Program Manager Teri Vodden, LCWS has agreed to accept the additional duties required by this appointment.

California Code of Regulations Title 22 §77093 requires that each facility shall have a clinical director who shall direct the clinical program, provide general direction to professional and non-professional staff, and be responsible for the quality of clinical services performed in the facility. The clinical director shall have at least three years of post-graduate direct clinical experience with the mentally disordered. When the clinical director is part of the overall structure of a county mental health program, the county organizational chart must show a line of reportability to the director of mental health (attachment 3).

California Code of Regulations Title 22 §77061 states that clinical director may also serve as the Administrator.

Teri Vodden, LCSW possesses the requisite clinical experience. Approval of this item will designate Teri Vodden, LCSW as Clinical Director and Hospital Administrator of Humboldt County Mental Health - Sempervirens, effective October 28, 2016.

Due to department staffing changes and seeking clarification from the Department of Health Care Services there was a delay in preparing and presenting this appointment to the Board.

## FINANCIAL IMPACT:

There are no additional expenditures associated with this process, costs are included in the approved Department of Health and Human Services (DHHS)-Mental Health Administrative budget unit 1170-424. There is no impact to the County General Fund.

Approving this agreement supports the Board's Strategic Framework by helping provide continuity of health and safety for vulnerable populations.

## OTHER AGENCY INVOLVEMENT:

None

## ALTERNATIVES TO STAFF RECOMMENDATIONS:

Board Discretion.

## ATTACHMENTS:

1. Clinical Director Statement of Qualifications and Duties
2. Hospital Administrator Statement of Qualifications and Duties
3. DHHS-Mental Health Organization Chart

**SEMPERVIRENS PSYCHIATRIC HEALTH FACILITY**  
**CLINICAL DIRECTOR**  
**STATEMENT OF QUALIFICATIONS AND DUTIES**

The Clinical Director is primarily responsible for business and support services for the clinical program for Sempervirens Psychiatric Health Facility.

The Clinical Director will direct the clinical program for Sempervirens Psychiatric Health Facility, provide general direction to professional and non-professional staff and will be responsible for the quality of clinical services performed in Sempervirens.

The Clinical Director will monitor and evaluate the quality and appropriateness of clinical activities in the Facility.

The Clinical Director will assure compliance with appropriate regulations and oversees and assure that there are comprehensive Quality Assurance and Utilization Review programs in place.

The Clinical Director will serve on committees regarding quality improvement, utilization review, infection control, pharmacy & therapeutics and other committees as required.

The Clinical Director will be a mental health professional licensed by the State of California's Board of Behavioral Sciences.

The Clinical Director will have at least three years of post-graduate direct clinical experience with individuals with mental illness.

The Clinical Director shall have direct lines of communication with the Hospital Administrator for coordination of services and general business of the Facility.

The Clinical Director will report to the Mental Health Director.

**SEMPERVIRENS PSYCHIATRIC HEALTH FACILITY**

**Hospital Administrator**

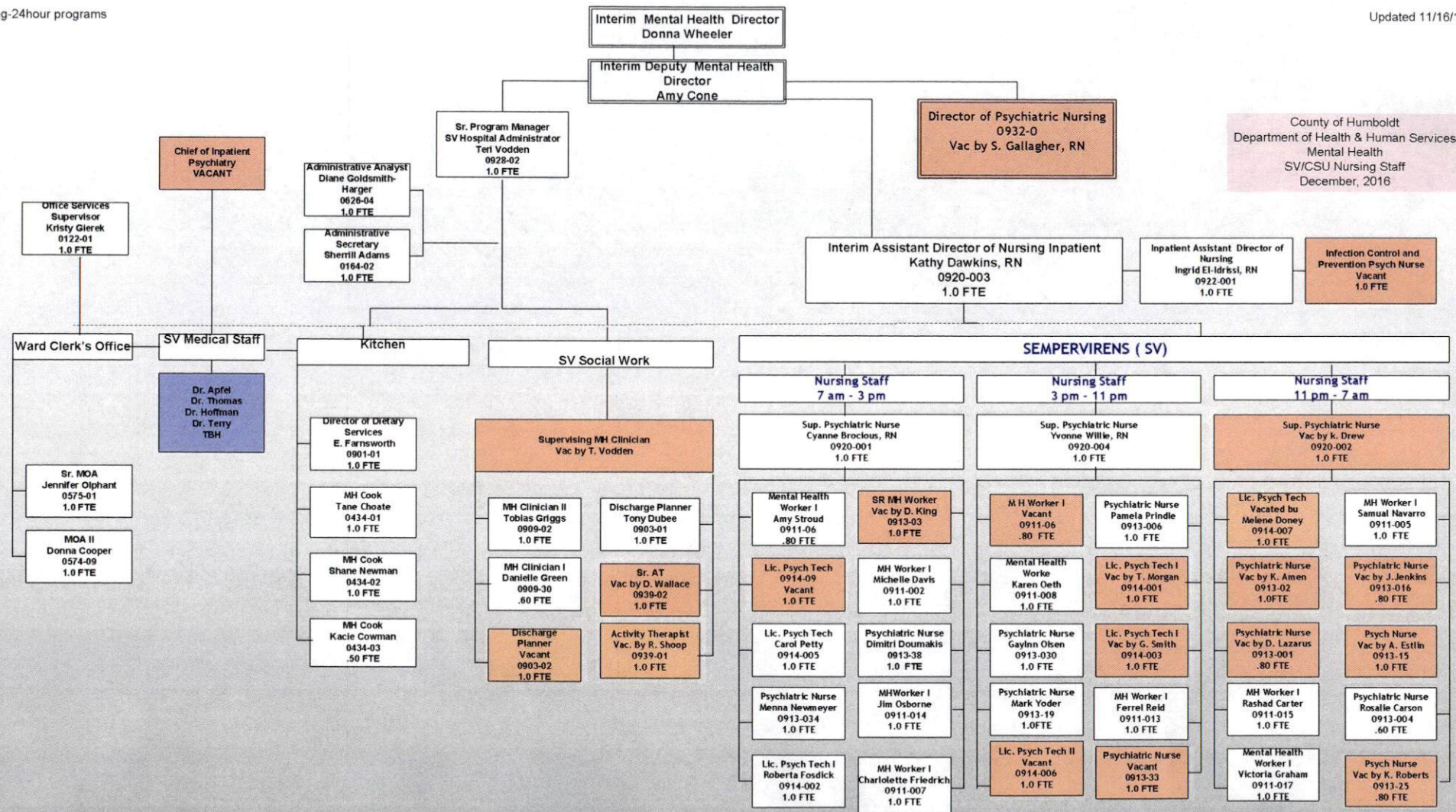
**STATEMENT OF QUALIFICATIONS AND DUTIES**

The Hospital Administrator is primarily responsible for the business and support services of the psychiatric health facility.

The administrator shall have direct access to the Clinical Director for the purpose of communicating the status of business and support services of the psychiatric health facility.

The Hospital Administrator will report to the Mental Health Director.





Total FTE=43.70  
Vacant FTE=17.0

SPLIT SHIFT/POSITION
VACANT POSITION