



Bringing Possibilities to Life

2004 Service Termination Policy

POLICIES & PROCEDURES

2000 – 245D Basic and Intensive

ITEM #	DATE DEVELOPED	ORIGINAL APPROVAL DATE	APPROVED BY	LAST AMENDMENT DATE
2004	10-3-2013	1-1-2014	Bob Brick	8-1-2020

LEGAL & OTHER REFERENCES	MS § 245D.10 , subd. 3a section 256.045, subdivision 3, paragraph (a); 256.045, subdivision 4a or 6, paragraph (c)
RESOURCES & REFERENCES	<ul style="list-style-type: none"> • 2004a. Service Termination Procedure • 2004b. Notice of Service Termination

PURPOSE STATEMENT:

The purpose of this policy is to establish guidelines and notification procedures for service termination

POLICY:

Accord™ is committed to ensuring there is continuity of care and services for persons supported between members of the support team including, but not limited to the person served, the legal representative and/or designated emergency contact, case manager, other licensed caregivers and the other people identified by the person and/or legal representative during situations that may require or result in service termination. Accord restricts service termination to specific situations according to MN Statutes, section 245D.10, subdivision 3a.

PROCEDURE:

Accord™ will ensure persons served are provided information regarding termination of services at initiation of services and annually thereafter. All employees providing services under 245D license will be trained at orientation and annually. See attached procedure.

Approved By:

Signature of Executive Vice President

Date



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CHANGE HISTORY

VER.	DATE	CHANGED BY	STATUS	COMMENTS
	1-1-2014	MN DHS	New	Implemented by DHS
	8-1-2015		Final	
2004	4-28-2020	Betty DeWitt	Final	Renumbered
2004	8-1-2020	Betty DeWitt		Added “and other people identified by the person and/or legal representative.” Added in A1. “the facility cannot meet the”

APPROVER / OWNER / AUTHOR, CONTACT DETAILS

ROLE	TITLE	CONTACT DETAILS
Approver	Ex. Vice President	bbrick@accord.org
Owner	Quality Administrator	bdewitt@accord.org
Author		
Contact		

REVIEW FREQUENCY: ANNUALLY

VER.	DATE	APPROVER SIGNATURE	COMMENTS
2004	4-28-2020		reviewed



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ROLES & RESPONSIBILITY

ROLE	RESPONSIBILITY
Intranet Project Manager	Maintain this document
Owner/Author	Review content
Information Risk/Security	Review for security compliance
Intranet Project Manager	Review for feasibility and implement