



PROCEDURE

Title/Subject: Risk Management			
Policy #: OPS - 101	Page 1 of 1	Adoption Date:	Revision Date: 08/18/04
Approved By:		Title: President/Chief Executive Officer	
Approved By:		Title: Program Vice President/CQI Chairperson	
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The Board of Directors is responsible for monitoring any risks that may expose the organization to liability and that may reveal unsatisfactory service.

In order to ensure the Board is made aware of the nature of all risks and actions taken to address them, The Florida Center will maintain and support a Risk Management (RM) Committee. This committee will operate as part of the Continuous Quality Improvement (CQI) process of the agency. The RM committee addresses the ongoing need to assure the efficacy of the workplace and minimize any potential risk for staff and clients. This committee will review complaints, grievances and incident reports on a quarterly basis to identify any patterns what may expose the organization to liability.

If the RM committee identifies any issues that appear to require further action, a request for review will be forwarded to the CQI Council for action and response. The CQI Council will ensure that the Management Team and the Chief Executive Officer are presented recommendations for action and response which they may act upon. The Board is notified of any potential liability, and will be provided risk management reports at appropriate intervals.

The Board will address any specific problematic or unresolved issues that may expose the organization to liability as they arise.