

<p>Lancaster County Drug & Alcohol Commission Case Management & Clinical Services Policy & Procedure Manual</p>	<p>CMCS # 39 Policy: Charitable Choice</p>
<p>Most Current Revision: 07/01/2021 Effective Date: 07/01/2020</p>	<p>Page: 1 of 2</p>

I. Purpose:

To establish a policy and procedure to ensure LCDAC and their contracted service providers adhere to federal statutory language (42 CFR Part 54) on Charitable Choice provisions.

II. Procedure:

Charitable Choice applies to both prevention and treatment services as funding cannot be expended for inherently religious activities such as worship, religious instruction, or proselytization.

A. **ALL** LCDAC Contracted Service Providers

1. LCDAC, as well as **ALL LCDAC contracted service providers**, shall post the following notice in a prominent location at their work site:

- No provider of substance abuse services receiving federal funds, including this organization, may discriminate against you because of religion, a religious belief, a refusal to hold a religious belief, or a refusal to actively participate in a religious practice.
- If you object to the religious character of this organization, federal law gives you the right to a referral to another provider of substance abuse services. The referral, and your receipt of alternative services, must occur within a reasonable period after you request them. The alternative provider must be accessible to you and have the capacity to provide substance abuse services. The services provided to you by the alternative provider must be of a value not less than the value of the services you would have received from this organization.

B. Specific to the **LCDAC contracted service providers that are religious organizations** providing drug and alcohol treatment.

1. Procedures must be in place to:

- a. make referrals to alternative treatment services when requested by their clientele;
- b. fund and/or provide alternate and comparable services within a reasonable period to which the client has no religious objection
 - i. it need not be a secular organization, but merely one to which the client has no religious objections;
- c. include the LCDAC Charitable Choice Disclosure form is reviewed and signed by the participant at the time treatment is initiated

- C. LCDAC will monitor adherence to the above requirements as applicable to each contracted service provider
- D. For those LCDAC contracted prevention and treatment providers who identify themselves as a religious organization or profess religious beliefs as part of the services they provide, LCDAC shall monitor to:
1. Assure written procedures are in place and that written notification from the contracted religious organization is provided to LCDAC when a referral is made to an alternate and comparable service within a reasonable period to which the client has no religious objection.
 - a. Written notification is necessary to track and report the number of referrals made by contracted religious organizations.
 - b. Written notification may be emailed to the Case Management Supervisor:
DrugAlcohol@co.lancaster.pa.us
 2. Assure that a signed LCDAC Charitable Choice Disclosure form was secured at the time of the first treatment appointment

Approved By:



Rick Kastner LCDAC Executive Director

7/1/2021

Date