

**SHIAWASSEE COUNTY COMMUNITY MENTAL HEALTH AUTHORITY**  
**POLICY AND PROCEDURE MANUAL**

Section: Recipient Rights  
Policy Number: 15  
Subject: **Recipient Labor**

Effective Date: 10/9/95  
Last Revision Date: 5/12/16  
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**Policy**

It is the policy of Shiawassee County Community Mental Health Authority (SCCMHA) that a recipient may be employed by the agency or by an agency under contract with the Board to perform work which contributes to the operation and maintenance of the agency and for which the agency would otherwise contract with or employ some party to perform.

It is the policy of Shiawassee County Community Mental Health Authority (SCCMHA) that a recipient who is self-employed may engage in a personal micro-business with employees of SCCMHA.

**Purpose**

To ensure the protection of rights of recipients of the SCCMHA.

To ensure compliance with the Michigan Mental Health Code and the Michigan Department of Health and Human Services, Administrative Rules.

**Application**

This policy applies to all employees, independent contractors, and contract agencies of SCCMHA.

**Standards**

1. A recipient may perform labor for the agency only if he/she is hired as an employee of SCCMHA or hired as an employee of the contract agency.
2. A recipient may be hired by the SCCMHA or by a contract agency to perform labor only when:
  - a. The recipient voluntarily accepts employment.
  - b. The labor is consistent with the plan of service for the recipient.
  - c. The amount of time or effort to perform the labor does not exceed the recipient's physical capabilities.

- d. Employment of more than six hours per day has been approved by the Chief Executive Officer.
3. A recipient who is employed by the SCCMHA or by a contract agency will be compensated appropriately and in accordance with applicable federal and state labor laws, including minimum wage provisions. Compensation will not be withheld as reimbursement for mental health services.
4. Recipient labor of a personal housekeeping nature or as a condition of residing in a small group living arrangement will not be subject to labor compensation. Recipient labor of a personal housekeeping nature or as a condition of residing in a small group living arrangement will be in accordance with standards set forth by the Michigan Department of Health and Human Services.
5. The plan of service of any recipient employed by SCCMHA, a contract agency or a private employee will ensure that treatment and habilitation services are designed and implemented in a manner compatible with the employment responsibilities the recipient has chosen to assume so that neither employment nor treatment is compromised.
6. Employees shall not exploit or take unfair advantage of any recipient by expecting him/her to perform work for the employee at a reduced wage or from any other business transaction (e.g. request a consumer to sell a product they have made at a lower price than is sold to the general public, or to work for a wage that is lower than that which would be paid to them by a member of the general public.) SCCMHA staff have access to the same services offered by a recipient as to the general public. For example, SCCMHA staff shall pay the same price to have their car washed by a consumer-run business as the general public pays. Employees should never expect a reduced price or rate for the same services or products sold to the general public.

Approved by:   
Board Chairperson

9-26-2016  
Date

  
Chief Executive Officer

9/28/16  
Date

Review/Revision Dates:

Date:	By:
1/13/97, 1/19/05	Revised
1998-2008	Reviewed by Board
4/2/09	New formatting
9/10/12	Revised by Rebecca Browne
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5/12/16	Revised by Rebecca Browne