Department: Governance	Approval Date: 5/27/2014	Policy Number: 6010
Regulation Number: 1301.2(b&c) 1301.3(c)	Regulation Topic: Program Governance	Policy Title: Communication Plan

Policy:

All MAHS programs must create a comprehensive multi-directional communication plan which includes at a minimum the following elements:

- Timelines for communication follow-up after routine and special meetings between the parent committee, policy committee, policy council, and advisory committee
- Parameters for facilitating parent communication *within* the above groups
- Communication guidelines *across* program options, site locations, and delegates
- Interactive elements with community representatives that connect them to the parents in various programs
- Plan should include the ability to provide all information in additional languages aligned with population needs

Communication plans must then be maintained per MAHS defined parameters for retention of records and are subject to random audit by MAHS staff.

Effective Date: 7/1/2014