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**THE BEACON CENTER**  
Local Management Entity for Mental Health,  
Developmental Disabilities & Substance Abuse Services  
[www.thebeaconcenter.net](http://www.thebeaconcenter.net)

Referral Line: 252-407-2474  
or 888-893-8640

*Karen Salacki, Area Director*

## **THE BEACON CENTER PROVIDER ANNUAL CLIENT RIGHTS REPORT DUE DATE 7/15/2011 BY 5:00 P.M.**

### **Required Elements:**

1. Summary of Client Rights Meeting Dates and Composition of Membership. (Minutes to be available upon LME request).
2. Summary of Training to Client Rights Committee Members.
3. Methods and Procedures for Protecting Client Rights.
  - A. Annual Data and Summary of Level I, Level II and Level III Incident Reports.  
(Can be taken from your Provider Quarterly Incident Report)
  - B. Annual Data Summary of Consumer Suspensions, Expulsions and other disciplinary actions.
  - C. Annual Data and Summary of Providers' Inability or Failure to Perform the following:
    1. Deliver a service(s).
    2. Maintain an essential service component (i.e., First Responder Crisis Line).
    3. Deliver a service within required urgent/emergent or routine timeframes.
    4. Other/Misc.
4. Actions and Recommendations of Committee Meetings.

Providers who serve numerous counties and LME's may report overall/regional or statewide organizational information regarding Client Rights. However, specific information broken down into LME catchment areas is of utmost importance to the individual LME since large Provider data may vary significantly from county to county as well as be dependent upon different services provided in different locations.

Annual Provider Client Rights Reports should summarize the above actions and activities for the previous fiscal year (7/1/2010 thru 6/30/2011) and will be **due no later than 7/15/2011**.

**Submit report to:** The Beacon Center  
Consumer Advocates  
500 Nash Medical Arts Mall  
Rocky Mount, NC 27804  
Fax: (252) 407-2171

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