



Washington State Department of
Health
 Behavioral Health Agencies
 P.O. Box 47877
 Olympia, WA 98504-7877
 360-236-4700

Opioid Treatment Program (OTP) Community Relations Plan

Agency Name NORTHWEST INTEGRATED HEALTH Credential Number _____
 Agency Administrator ASIF KHAN Date 03/26/2024
 Mailing Address P.O. Box 39680
 City LAKESWOOD State WA Zip Code 98496
 Phone (enter 10 digit number) 253-666-5912 Email Address ASIFKHAN@NWIH.COM
 Proposed Site Location Address SID TACOMA AVE S., TACOMA, WA 98402

This template is designed to comply with requirements in WAC 246-341, 42 CFR Part 8.12, and Center for Substance Abuse Treatment (CSAT) Guidelines for the Accreditation of Opioid Treatment Programs.

The plan is separated into three parts:

- **Part One** - Pre-licensure Community Relations Plan

Part one must be **completed** and submitted with the licensing application.

- **Part Two** - Interim Community Relations Plan

Part two must be submitted to the department prior to the license being issued. The interim community relations plan is designed to document community concerns that may arise between submission of the application and issuance of an OTP license and certification by DOH. It is also used to document the mitigation plan related to the concerns identified.

- **Part Three** - On-going Community Relations Plan

The on-going community relations plan outlines the agency's proposed on-going community relations efforts after the facility has opened. This may be reviewed by the department during inspections.

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Part One

Pre-licensure Community Relations Plan

Step 1:

Contact the county and/or city legislative authority and/or the Tribal authority, as applicable, in order to secure a location for the new opioid treatment program that meets county, city, or tribal land use ordinances.

Identify the legislative authority by contacting:

- Washington Association of County Officials (360) 943-1812, and/or
- Association of Washington Cities (360 753-4137, and/or
- The Tribal Administrative Office (If proposed site is on a tribal reservation or tribal trust land, the county is not required to be notified.)

Once the appropriate authorities have been identified, hold a meeting with them to discuss the proposed site of the program and to obtain a list of all pertinent stakeholder groups in the area. Documentation of these meetings will be required.

Regulatory Reference: WAC 246-341-1005

Authority Contact	Telephone Number	Email Address	Responsible Person
City Elizabeth Pauli City manager	253-591-8000	Citymanager@cityoftacoma.org	Rosheida Myers. - Executive assistant to Mayor
County			
Tribal			
Meeting Held With	Date of Meeting	Attendees	Issues and Outcomes
City <input checked="" type="checkbox"/>	03/19/2024	Elizabeth Pauli - City Manager Victoria Woodard - Mayor	None. None.
County <input type="checkbox"/>		Sarah Rumbaugh - Council Member	None
Tribal <input type="checkbox"/>			

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Step 2:

Work with the authorities or their designee to develop a community relations plan that includes documentation of strategies used to obtain stakeholder input regarding the proposed location. Stakeholder groups should include publicly elected representatives, potential referral sources such as substance abuse programs, social and health services providers and medical providers, business organization leaders, community and health planning agency directors, grassroots community organization leaders, such as neighborhood associations and schools, local police and law enforcement, and religious and spiritual leaders.

Regulatory Reference: WAC 246-341-1005

Stakeholder Group	Identified Representatives	Date contact made/ meeting held	Issues and Outcomes
PIERCE COUNTY SUPERIOR DRUG COURT	Lee Anderson	02/21/2024	NONE
PIERCE COUNTY PROSECUTOR'S OFFICE	Rose Wilhelm	01/26/2024	NONE
PIERCE COUNTY JAIL	Dr. Miguel Balderama	01/26/2024	NONE
PIERCE COUNTY ALLIANCE	Dr. Terree Schmidt	01/26/2024	NONE

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Step 3:

Document any concerns identified by stakeholders and any suggested mitigation alternatives proposed by stakeholders.

Regulatory Reference: 2015 CSAT Guidelines, p. 16-17: Community Relations and Education

Concerns Identified	Stakeholder(s) Concerned	Suggested Mitigation Alternatives
NONE	PIERCE County Superior Court	N/A
NONE	PIERCE County Prosecutors Office	N/A
NONE	PIERCE County Jail	N/A
NONE	PIERCE County Alliance	N/A
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Step 4:

Document the mitigation tasks that the OTP will use to address concerns, which concern(s) each task will address, the target date for the task to be implemented, and the resolution date.

Mitigation Task	Concerns Addressed by Task	Target Date	Resolution Date
N/A	/	/	/
N/A			
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Part Two

Interim Community Relations Plan

Step 1:

Document any new concerns identified and contact made or meetings held with the additional stakeholders.

Stakeholder Group	Identified Representatives	Date Contact made/ meeting held	Agenda and Outcomes
N/A			
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Step 2:

Document any new concerns identified by stakeholders that weren't addressed previously and any suggested mitigation alternatives proposed by stakeholders. After the public hearing, DOH will send the proposed OTP a copy of any stakeholder concerns which should be added to this part of the community relations plan.

Regulatory Reference: 2015 CSAT Guidelines, p. 16-17: Community Relations and Education

New Concerns Identified	Suggested Mitigation Alternatives
N/A	
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Step 3:

Document the mitigation tasks that the proposed OTP will use to address the new concerns, which concern(s) each task will address, who is responsible for leading the task, the target date for the task to be implemented, and the resolution date. After addressing the concerns, including those from the public hearing, submit this part of the community relations plan to DOH for posting on the public webpage.

Mitigation Task	Concerns Addressed by Task	Person Responsible	Target Date	Resolution Date

NA

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Part Three

On-Going Community Relations Plan

Step 1:

Identify a community liaison who is responsible for sharing information about the program with the community and addressing mutual issues, and identify a community relations coordinator responsible for defining the goals and the implementation procedure for the community relations plan.

Regulatory Reference: WAC 246-341-1005

Community Liaison	Person Identified	Contact Information
MUHAMMAD AZAM	CHAUDHRY	253-304-2759
Community Relations Coordinator	Person Identified	Contact Information
MUHAMMAD AZAM	CHAUDHRY	253-304-2759
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Step 2:

Conduct community outreach activities which may include community meetings and education forums. See 2015 CSAT Guidelines, p. 16-17: Community Relations and Education for suggested activities.

Type of Event	Target Date	Date Completed	Evaluation
N/A			

Step 3:

Develop and update communication materials. This may include webpages, after hours answering messages, brochures, and newspaper articles among other things. See 2015 CSAT Guidelines, p. 16-17: Community Relations and Education for suggested activities.

Type of Material	Target Date	Date Completed	Evaluation
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Step 4:

Document any new concerns identified by stakeholders that weren't addressed previously, and any suggested mitigation alternatives proposed by stakeholders.

Regulatory Reference: 2015 CSAT Guidelines, p. 16-17: Community Relations and Education

New Concerns Identified	Suggested Mitigation Alternatives
N/A	

Step 5:

Document the mitigation tasks that the OTP will use to address the new concerns, which concern(s) each task will address, who is responsible for leading the task, the target date for the task to be implemented, and the resolution date.

Mitigation Task	Concerns Addressed by Task	Person Responsible	Target Date	Resolution Date
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