

Behavioral Health Startup Compliance Checklist

This checklist helps new behavioral health programs prepare operationally and regulatory before opening.

Licensing and Regulatory

- State facility license obtained
- Zoning approvals completed
- Local health department approvals obtained
- Controlled substance policies established

Accreditation Preparation

- Accreditation organization selected
- Policies and procedures developed
- Quality improvement program established
- Documentation standards defined

Staffing and HR

- Staffing model developed
- Job descriptions created
- Hiring process established
- Orientation and training program created

Clinical Operations

- Clinical documentation templates created
- Assessment process defined
- Treatment planning standards established
- Discharge planning procedures created

Billing and Payer Readiness

- NPI obtained for organization
- CAQH profiles created for providers
- Payer credentialing initiated
- Utilization review process established

