

Agreement to Cooperate Process for Local Jurisdictions

Local Behavioral Health Authorities * (LBHAs) are tasked with developing, planning, monitoring and managing a system of care for their local jurisdiction. Authority to perform this system oversight role is granted to LBHAs through a Memorandum of Understanding (MOU) with the Department of Health (MDH) Behavioral Health Administration (BHA). As per COMAR 10.63 providers are required to enter into an Agreement to Cooperate with all of the local jurisdictions in which they operate. An Agreement to Cooperate is a document that provides for the coordination and cooperation between a provider and the respective local authority in carrying out behavioral activities in a given jurisdiction.

To establish an Agreement to Cooperate with the LBHA:

1. Review COMAR 10.63 for background on Agreement to Cooperate.
2. The provider receives accreditation from an approved accrediting organization, if applicable.
3. Complete and sign Agreement to Cooperate
4. Submit the following documents:
 - Signed Agreement to Cooperate form
 - Copy of the first 3 pages of the completed application for behavioral health licensure.
 - Proof of Accreditation, if applicable
5. Submit documents to Karyn Black:
 - a. Email (preferred): MDH.CharlesCountyCSA@Maryland.gov
 - b. Fax: 301.609.5749
 - c. Mail: Charles County CSA/LAA
P. O. Box 1050
White Plains, MD 20695
6. All Agreements to Cooperate will be signed and returned to the provider within 5 business days of receipt of a complete package of documents as identified above.
7. Submit the signed Agreement to Cooperate to the State with your completed application and copy of your accreditation for licensure.
8. For needed forms, visit: <https://bha.health.maryland.gov/Pages/Accreditation-Information.aspx>