

War Memorial Hospital

TYPE: DEPARTMENTAL- BEHAVIORAL HEALTH

POLICY: SERVICES SUITED TO CONDITION

REPLACES: 10/08, 12/11, 5/15, 7/16

PURPOSE: The Behavioral Health Center will provide services suited to condition, in a safe, sanitary, and humane treatment environment, in the least restrictive setting possible.

PROCEDURE:

A. It is the policy of War Memorial Hospital Behavioral Health Center to provide services to each individual in a manner suited to their condition. Treatment and services shall be provided in the least restrictive, safe sanitary and humane treatment environment. A patient may request a second opinion if he or she feels that they have been denied services.

B. Definitions:

Applicant: An individual or his/ her legally authorized representative who makes a request for inpatient psychiatric services.

Comprehensive Examinations: To include, but not be confined to, the physical, emotional, behavioral, social, recreational status, and/or needs of the patient.

Medical Necessity: Determination that a specific service is medically (clinically) appropriate, necessary to meet needs, consistent with the person's diagnosis, symptomology: and functional impairments, is the cost effective option in the least restrictive environment, and is consistent with clinical standards of care.

Mental Health Professional: An individual who is trained and experienced in the area of mental illness or developmental disabilities and who is 1 of the following:

- (a) A physician who is licensed to practice medicine or osteopathic medicine and surgery in this state under Article 15 of the Public Health Code, 1978 pa 368, mcl 333.16101 to 333.18838.
- (b) A psychologist licensed to practice in this state under Article 15 of the Public Health Code, 1978 PA 368, MCL 333.16101 to 333.18838.
- (c) A registered professional nurse licensed to practice in this state under Article 15 of the Public Health Code, 1978 PA 368, MCL 333.16101 to 333.18838.
- (d) Until July 1, 2005, a certified social worker registered under Article 15 of the Public Health Code, 1978 PA 368, MCL 333.16101 to 333.18838. Beginning July 1, 2005, a licensed master's social worker licensed under Article 15 of the Public Health Code, 1978 PA 368, MCL 333.16101 to 333.18838.
- (e) A licensed professional counselor licensed to practice in this state under Article 15 of the Public Health Code, 1978 PA 368, MCL 333.16101 to 333.18838.
- (f) A marriage and family therapist licensed under Article 15 of the Public Health Code, 1978 PA 368, MCL 333.16101 to 333.18838. AR 330.7199(g)(ii)

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Person-Centered Planning: A process for planning and supporting the individual receiving services that builds upon the individual's capacity to engage in activities that promote independence and that honor the individual's preferences, choices, and abilities. The person-centered planning process involves families, friends, and professionals as the individual desires or requires.

Primary Clinician: The individual responsible for the implementation of the recipient's individual plan of service.

Person-Centered Plan: A written plan that specifies the scope and duration of the individual plan of services: support services that are medically necessary that is to be developed with and provided for a patient. The individual plan of service shall reflect any restriction of a patient's rights and shall include the rationale for any restriction, attempts that have been made to avoid limitations, what actions will be taken to ameliorate or eliminate the need for the limitations in the future, as well as dates that the restriction will be reviewed and expire and an explanation of what will constitute expiration of the restriction.

Treatment: Goal-oriented care, diagnostic and therapeutic services, including the administration of drugs, and any other service for the treatment of an individual's serious mental illness or serious emotional disturbance.

Dignity: To be treated with esteem, honor, and politeness; to be addressed in a manner that is not patronizing, condescending or demeaning; to be treated as an equal; to be treated the way any individual would like to be treated.

Respect: To show considerate regard for. To be treated with esteem, concern, or appreciation. To protect the individual's privacy. To be sensitive to cultural differences. To allow an individual to make choices.

C. Choice of physician or mental health professional:

A patient shall be given a choice of physician or other mental health professional in accordance with the Michigan Department of Health and Human Services Medicaid provider manual, Behavioral Health Center's policy, the Mental Health Code and associated Administrative Rules, and within the limitations of available mental health professionals employed by or under contract with the facility.

Individual plan of services:

A. The Program Director / Chief Executive Officer shall ensure that:

1. A person-centered planning process is used to develop a written individual plan of services in partnership with the patient;
2. Policies and procedures are followed by all individuals responsible for developing, implementing, or monitoring the patient's individual plan of service.
 - a. Services and treatment shall be provided in the least restrictive setting that is

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appropriate and available.

b. A review of the least restrictive setting shall be conducted as established by the planning team specific to the situation and as documented in the patient's IPOS.

B. The individual plan of service and discharge plan shall:

1. Be completed within 24 hours after admission, each patient of the facility shall receive a comprehensive physical and mental examination. Each patient shall be periodically reexamined as defined in the IPOS however in no case, less often than annually.
2. Consist of a treatment plan, support plan, or both, and shall establish meaningful and measurable goals with the patient. Include assessments of the patient's need for food, shelter, clothing, health care, employment opportunities where appropriate, educational opportunities where appropriate, legal status and services, and recreation.
3. Be kept current and modified when indicated, with specific dates when the overall plan and its subcomponents will be formally reviewed for possible modification or revision.
4. Identify the individual responsible for the implementation of the individual plan of service.
5. Identify restrictions, limitations, or any aversive or intrusive behavior treatment techniques will be reviewed by a formally constituted committee of mental health professionals with specific knowledge, training and expertise in applied behavioral analysis. The BHC will utilize Hiawatha Behavioral Health's committee for such purposes. The committee will meet as needed. Limitations of the recipient's rights, any intrusive treatment techniques or any use of psychoactive drugs where the target behavior is due to an active substantiated Axis I psychiatric diagnosis listed in the diagnostic and statistical manual of mental disorders need not be reviewed and approved by a specifically constituted body described in this subdivision.
6. Ensure that if the patient is not satisfied with his/her individual plan of service (IPOS), that the patient and/or their legally authorized representative may make a request for review of the IPOS to the program director. The review shall be completed within 3 days, shall be in writing and provided to the patient and their legally authorized representative. The written response shall also be maintained in the medical record.
7. Ensure that an individual chosen or required by the patient may be excluded from participation in the planning process only if inclusion of that individual would constitute a substantial risk of physical or emotional harm to the patient or substantial disruption of the planning process. Justification for an individual's exclusion shall be

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documented in the patient's medical record.

5.0 cross reference and legal authority:

- A. [PUBLIC ACT 258 OF 1974, AS AMENDED – MI MENTAL HEALTH CODE - SECTIONS 330.1100A, 330.1100B, 330.1100D, 330.1206, 330.1409, 330.1498E, 330.1705, 330.1708, 330.1712, 330.1713, 330.1714, 330.1715](#)
- B. PUBLIC ACT 368 OF THE PUBLIC ACTS OF 1978
- C. PUBLIC ACT 299 OF THE PUBLIC ACTS OF 1980
- D. Administrative Rules for Substance Abuse Service Public Act 368 of 1978 as amended.
- E. MI Department of Community Health Administrative Rules – 330.7199

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Date: August 11, 2011

APPROVED BY: Dr. Hermann Von Greiff, Medical Director

Date: August 11, 2011

REVIEWED BY: Dr. Sorgi, Program Director

Date: September 4, 2015

REVIEWED/REVISED BY: Stephanie Spray, Recipient Rights Officer

Date: May 8, 2015

REVIEWED BY: Corinna Haller, Director of Nursing/Paul Sorgi, Program Director

Date: July 11, 2016

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REVIEWED/UPDATED BY: Allison NM Campbell, Recipient Rights Officer

Date: February 14th, 2017

APPROVED BY: Recipient Rights Advisory Committee

Date: April 28, 2017