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North Sound Behavioral Health Organization

Section 1500 – Clinical: Freestanding Evaluation and Treatment (E&T) Facilities

Authorizing Source: RCW 71.05, 71.24, and WAC 388-865, 246-337

Cancels:

See Also:

Providers must comply with this policy and may develop individualized implementation guidelines as needed

Responsible Staff: Deputy Director

Approved by: Executive Director

Date: 2/1/2016

Signature:

POLICY #1555.00

SUBJECT: FREESTANDING EVALUATION AND TREATMENT (E&T) FACILITIES

PURPOSE

The role of these facilities is to provide medically necessary inpatient evaluation and treatment services for acute psychiatric symptoms.

Individuals are initially admitted to these 16-bed facilities on an involuntary basis in accordance with the Washington State Involuntary Treatment Act (ITA), Revised Code of Washington (RCW) 71.05 or by prior arrangement with North Sound Mental Health Administration (NSMHA).

POLICY

NSMHA contracts with Compass Health and TELECARE to operate two (2) freestanding E&T facilities in our region. All services are in accordance with:

- A. RCW 71.05 and 71.24.
- B. Washington Administrative Code (WAC) 388-865 and 246-337.

This service is intended for individuals who, as a result of an acute mental disorder, have been deemed a danger to self, others or property, or are gravely disabled pursuant to RCW 71.05.

At a minimum, services include evaluation, stabilization and treatment provided by or under the direction of a licensed psychiatrist or psychiatric nurse practitioner, nurses and other Mental Health Professionals (MHP), as well as, discharge planning involving the individual, family and other natural supports to ensure continuity of mental health care.

The facilities will give direction to and collaborate with the court liaison and court in the form of consultation, testimony, records and reports, where required, to facilitate ITA proceedings for specific individuals, per RCW 71.05.230 and NSMHA Policy 1726.00.

Compass Health and TELECARE shall comply with all duties of notification as outlined in RCW 71.05 and other applicable laws.

The E&T's may provide evaluation and treatment services to adults on a voluntary admissions basis on a case-by-case basis in coordination with and approved by NSMHA care coordinators. This type of admission should be rare and should be part of the individual's recovery and crisis plan.

PROCEDURE

A. *Admission Criteria*

Mukilteo E&T shall serve individuals primarily from the North Sound Region. TELECARE E&T shall serve individuals statewide as resources allow.

1. Admission Criteria: Individuals must meet admission criteria per NSMHA Policy 1542.00, E&T Facilities Criteria Admission Medical Clearance Criteria.
2. Ineligible for admission:
 - a. Sexually violent predators being detained pursuant to RCW 71.09 or high risk sex offenders classified by the local law enforcement agencies will not be served by the E&Ts. Per state law, RCW 71.09 individuals who have been committed or have been convicted of any sex offense shall register with the County Sheriff for the county of the individual's residence. The level of risk is assigned by local law enforcement agencies when an individual is required to register following conviction of a sexual offense. Level III sex offenders are the highest risk and shall be excluded from the E&T. Level I and Level II sex offenders shall be considered on a case-by-case basis.
 - b. Any individual currently incarcerated with pending felony charges and/or involved in the competency process under RCW 10.77 with any pending (not dismissed or otherwise disposed) felony charge shall be excluded from admission unless a court order has been issued releasing the individual temporarily or permanently from custody. Each admission is on a case-by-case basis at the discretion of each E&T facility.
 - c. If an E&T is unable to admit due to medical, safety, or security needs NSMHA reserves the right to review the denial per NSMHA Policy 1577.00 E&T Refusal and Review Process.
3. Individuals are initially admitted via DMHP, court order, or by special arrangement with NSMHA.

B. *Course of Treatment*

1. Evaluation and Treatment shall include physical examination, psychosocial assessment, treatment and discharge planning in accordance with WAC 388-865 and 246-337.
2. For individuals currently enrolled in outpatient services, the therapist, case manager, or other appropriate professional will be contacted upon admission and involved in the development of the discharge plan.
3. For un-enrolled individuals eligible for NSMHA outpatient services, the E&T staff will contact ACCESS to schedule an intake appointment in accordance with NSMHA contract standards and policies.
4. E&T staff will provide appropriate discharge planning according to WAC and contract expectations.
5. Individuals shall be discharged from the E&T with appropriate transportation arrangements provided.

C. *Legal Proceedings*

1. Compass Health and TELECARE shall provide pertinent documentation, coordination and consultation for the purpose of court evaluation and testimony:
2. In the event of a jury trial, the facilities and court personnel will coordinate regarding proceedings off site.
3. A licensed physician, psychiatrist, licensed psychologist, or psychiatric nurse practitioner will provide evaluation and expert witness testimony as requested by the court.

D. *Personnel*

1. Compass Health and TELECARE will provide the necessary personnel at the E&Ts in the number, quality, professional backgrounds and licensure needed to ensure compliance with state law.
2. Compass Health and TELECARE shall designate a licensed professional as the professional person in charge of the E&Ts to manage all clinical responsibilities.

E. *Training*

1. Training for all staff shall meet WAC 388-865 and 246-337 requirements.
2. Compass and TELECARE shall have an employee trained in cardiopulmonary resuscitation and emergency first-aid present at all times.

F. *OTHER REQUIREMENTS*

1. Certification and Licensure: Compass Health and TELECARE are responsible for establishing certification or licensure. The E&Ts shall be certified as an E&T (Involuntary Component) by the Department of Social and Health Services (DSHS) and any other state required E&T certification or licensure. Compass Health and TELECARE shall comply with and meet all state and local health, fire and safety codes and regulations.

Certification as an E&T by DSHS requires compliance with certain Department of Health (DOH) facility licensure standards; however, this facility is not required to be licensed under the current DOH WACs regarding private establishments. Compass Health and TELECARE are responsible for complying with applicable facility standards for E&T certification, and, at its discretion, may elect to obtain licensure it deems necessary or advantageous for insurance, third-party reimbursement or other such purposes or to meet other obligations. Compass Health and TELECARE shall be responsible for all costs of such licensure. If the state develops licensure requirements for freestanding E&Ts or state licensure becomes applicable to this facility, Compass Health and TELECARE agree to obtain such licensure.

2. Clinical Records: Shall be in accordance with WAC and RCW requirements and NSMHA policies.
3. Information System: Compass Health and TELECARE shall implement and maintain a system of fiscal, individual and program data collection and shall provide DSHS and NSMHA with such information and in such form as may be required by these agencies.
 - a. Data shall include bed utilization, length of stay and individual demographic data.
 - b. Compass Health and TELECARE shall cooperate with and provide information required for NSMHA's individual tracking system.
4. Notification Requirements: Compass Health and TELECARE shall be responsible for complying with all notification requirements of RCW 71.05 and with developing procedures to trigger adequate notification to identified persons and law enforcement and proper records disclosure.
5. Community Linkages: Compass Health and TELECARE shall establish and maintain ongoing working relationships with all elements of the NSMHA involuntary/voluntary mental health treatment systems for the purpose of facilitating the admission and discharge of individuals participating with these systems in problem solving and systems development activities. In addition, Compass Health and TELECARE shall be involved in the following Snohomish and Skagit County community efforts:
 - a. Participation on the Snohomish and Skagit County Crisis Oversight Committees.
 - b. Collaboration with local law enforcement organizations and fire departments.

6. Length of Stay: Compass Health and TELECARE shall develop and implement policies and procedures to affect the timely discharge of these individuals.
7. Monitoring and Evaluation: All programs shall participate in monitoring and evaluation per contract and licensing expectations.
8. Critical Incidents: Compass Health and TELECARE will report all critical incidents in accordance with NSMHA's Critical Incident policy. Compass Health and TELECARE will notify NSMHA of any potential disruption in service.

G. REPORTING

1. Compass Health and TELECARE shall send the following data on a daily basis to NSMHA:
 - a. Number of admissions;
 - b. Number of discharges;
 - c. Midnight census;
 - d. Seclusion and restraint data.
2. Compass Health and TELECARE will maintain a database to track and monitor use of seclusion and restraint in a format approved by NSMHA.
3. Compass Health and TELECARE shall maintain aggregated data on referrals, admissions, and declines and will report that data to NSMHA on a monthly basis.

ATTACHMENTS

None