

Effective Date: Fast-tracked 5/18/2018; 2/1/2016; 10/3/2013; 3/3/2008; 8/30/2007  
Revised Date: 1/10/2018  
Review Date: 5/3/2018

## **North Sound Behavioral Health Organization**

### **Section 1700 – Crisis Services: Safeguarding of Property**

Authorizing Source: WAC 388-877-1126 & RCW 71.05.220, 71.05.700-71.05.715

Cancels:

See Also:

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

Approved by: Executive Director

Responsible Staff: Deputy Director

Signature:

Date: 5/18/2018

### **POLICY #1706.00**

#### **SUBJECT: SAFEGUARDING OF PROPERTY**

#### **PURPOSE**

North Sound Behavioral Health Organization (North Sound BHO) providers of crisis services and providers who operate psychiatric inpatient Evaluation and Treatment (E&T) facilities shall have appropriate policies and processes to ensure reasonable precautions are taken to safeguard an individual's property.

#### **POLICY**

When a Peace Officer or Designated Crisis Responder (DCR) escorts an individual to a facility to be evaluated, the DCR must take reasonable precautions to safeguard the individual's property.

Providers who operate E&T facilities shall take reasonable precautions to inventory and safeguard the property of the individual detained to that facility.

#### **PROCEDURE**

1. Agencies employing DCRs shall provide adequate training and have protocols regarding:
  - a. Safeguarding the individual's property in the immediate vicinity, if involved, at the point of apprehension;
  - b. DCRs will make every reasonable effort to ensure individuals and service animals (per Americans with Disabilities Act (ADA) definition) will be kept together.
  - c. Safeguarding belongings not in the immediate vicinity, if made aware that there may be possible danger to those belongings; the DCR may coordinate with law enforcement and/or other available collateral supports to address these needs;
  - d. Taking reasonable precautions, if made aware, to lock and otherwise secure the individual's home or other property as soon as possible after the individual's initial detention; the DCR may coordinate with law enforcement and/or other available collateral supports to address these needs;
  - e. Ensuring requirements for crisis outreaches to home visits (RCW.71.05.700 through 71.05.715) are met; and
  - f. Documenting, if made aware, the actions taken to safeguard the individual's property.

2. At the time an individual is involuntarily admitted to an E&T facility, a copy of the inventory, signed by the E&T facilities' staff member completing it, shall be given to the individual detained. In addition, the inventory contents shall be open to inspection to any responsible relative, subject to limitations, if any, specifically imposed by the detained individual. For purposes of this section, "responsible relative" includes the guardian, conservator, attorney, spouse, parent, adult child, or adult brother or sister of the individual. The facility shall not disclose the contents of the inventory to any other person without the consent of the individual or order of the court.
3. North Sound BHO will provide an annual clinical audit/review to ensure adherence to sourced WAC and relevant RCW standards utilizing current related audit/review tools.

**ATTACHMENTS**

None