

HIAWATHA BEHAVIORAL HEALTH BOARD

Administrative Policy

Chapter: Recipient Rights
Section: Change In Type Of Treatment (6.16)
Approved: 8/16/10
Rescinds: 5/21/07 Change In Treatment
Review Committee: Recipient Rights Advisory Committee
Review Date: 7/30/10

I. Purpose

To provide guidelines and proper notification when a change of type of treatment occurs.

II. Policy

It is the policy of the Hiawatha Behavioral Health Authority to ensure when it is determined a recipient may benefit from a change in treatment, termination of treatment, or has received maximum benefit from present treatment, the recipient, legally authorized representative or guardian with authority is provided notice. The written individual plan of service will have a specific date(s) when the plan will be formally reviewed for possible modification or revision.

III. Definitions

Primary Clinician: The individual responsible for implementation of the Individual Plan of Services (IPOS).

IV. Procedure

A. Hiawatha Behavioral Health ensures that a person centered planning process is exercised to develop an Individual Plan of Services (IPOS) in partnership with the recipient. A preliminary plan shall be developed within seven (7) days of the commencement of services or, if an individual is hospitalized for less than 7 days, before discharge or release. The individual or individuals responsible for implementing the plan shall be designated in the IPOS. The plan shall be in writing, kept current and shall be reviewed and/or modified when indicated.

B. The IPOS shall address, as either desired or required by the recipient, the recipient's need for food, shelter, clothing, health care, employment opportunities, legal services, transportation, and recreation.

C. The IPOS shall consist of a Treatment Plan, a Support Plan, or both. The Plan shall establish meaningful and measurable goals with the recipient. Recipients shall be informed orally and in writing of his or her clinical status and progress at intervals established in the IPOS in a manner that is appropriate to his or her clinical condition.

D. A recipient may choose, unless otherwise stipulated through court order, to remain in treatment until he or she has reached a stage in recovery where as the planning team determines that maximum benefit has been achieved and mental health services provided at HBH are no longer medically necessary.

E. Written notice shall be provided to the recipient, their legally authorized representative or guardian with authority for all changes in type of program or treatment within or through HBH, the notice shall also be filed in the recipient's clinical case record.

F. If the recipient, legal representative of a minor, or guardian with authority is not satisfied with a proposed change in the type of treatment/IPOS, he or she may request from the primary clinician verbally, or in writing, a review.

1. The primary clinician shall request the planning team to conduct a review of the anticipated change;

2. The individual requesting the review will be notified within 14 days of the decision of the team, and document the same in the clinical case record.

G. If the appellant is dissatisfied, he or she may submit a request verbally or in writing, for further review by the Hiawatha Behavioral Health Chief Executive Officer;

1. The Hiawatha Behavioral Health Chief Executive Officer shall conduct a review and notify the appellant of the decision within 14 days, and the Chief Executive Officer or designee shall document the same in the clinical case record.

V. Application

All Programs directly operated or under contract with HBH

VI. Cross Reference and Legal Authority

- A. Act 258 of the Public Acts of 1974, as amended - Mental Health Code Section 330.1712, 330.1714.
- B. Department of Community Health Administrative Rules - R - 330.7199
- C. Administrative Rules for Substance Abuse Service PA 368 of 1978 as amended.
- D. HBH Grievance/Dispute Resolution Process Policy and Procedure