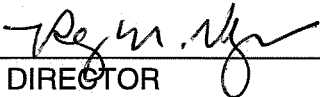


GUAM BEHAVIORAL HEALTH AND WELLNESS CENTER		
TITLE: Residential Recovery Program Admission, Transition, Discharge Criteria	POLICY NO: CL-RRP-01	Page 1 of 2
RESPONSIBILITY: Residential Recovery Program		
APPROVED BY:  DIRECTOR	EFFECTIVE: JUN 16 2017	
	LAST REVIEWED/REVISED:	

PURPOSE:

To establish a guideline, outline a protocol for admission, transition, and discharge to the adult Residential Recovery Program (RRP).

POLICY

- A. RRP units will be maintained as a voluntary, unlocked residential treatment facility for adult chronically mentally ill consumers who are clinically stable, who have no other adequate place to live, and who cannot live independently without supervision. Consumers shall participate in the treatment program and will be selected such that they demonstrate the potential to benefit from the program through development of life management skills and then to transition to independent living.
- B. All internal referral(s) to RRP will be reviewed by the RRP treatment team to ensure that the facility serves those whom it is best suited to serve.
- C. Consumers admitted into the program must meet all the established criteria for admission (*refer to RRP manual*), and will be placed in a specific program criteria based on the level of care they need.
- D. When the consumer meets all treatment objectives and goals, or may require a different level of care, a Multi Disciplinary Treatment Team (MDTT) meeting will be held to discuss the consumer's disposition and readiness to transition to a different level of care.
- E. A consumer will be discharged from the program once the discharge criteria are met. An MDTT will be held to ensure that all required follow-up services are in place.

PROCEDURE:

Admission Procedure:

- 1. All referrals can be made by any treatment team, provided a bed is available in the appropriate RRP unit, or for placement on its waiting list. .
- 2. Referral will be made by submitting an inter-departmental referral form and presenting a case presentation. This will be done by the lead provider.
- 3. The treatment team will assess if the consumer meets the eligibility criteria.
- 4. If the consumer is accepted, the referring team will prepare and submit documents needed in the admission packet.
- 5. A case presentation for the receiving psychiatric technicians will take place. A transition for the consumer will then be scheduled and once the consumer is ready, the move to the residential unit will take place. If there is no bed available, the consumer will be placed on a waiting list.

Transition Procedure:

1. When the consumer in conjunction with his or her MDTT agrees that all objectives and goals have been met to transition to a different program level or level of care, an MDTT will be held to discuss disposition.
2. An Individualized Transition Program (ITP) will be updated by the lead clinical in consultation with the MDTT as well as an updated treatment plan that specifies measurable goals and objectives the consumers will work toward in the next program level.
3. The RPM or a designee should attend the transition meeting to gather all necessary information to ensure a smooth transition.
4. Should a consumer require a different level of care, such as a medical treatment setting or psychiatric hospitalization, short-term transfers (thirty (30) days or less), will not result in a discharge from the RRP.

Discharge Procedure:

1. When the consumers in conjunction with his or her MDTT agrees that consumers meet the discharge criteria as noted above, an MDTT should be held to ensure that all follow-up services that are required are in place.
2. An ITP will be developed by the lead provider as well as a transition plan and a discharge plan that provides recommendations for follow-up care. The RPM or a designee should attend this transition meeting to gather all necessary information to ensure a smooth transition.
3. A consumer will remain active (able to return if necessary) in the RRP for thirty (30) days to ensure that the transition to another level of care was successful and that residential services are no longer required.
4. Although there is a thirty (30) day grace period for consumers to return to the RPP if needed, the discharge date shall reflect the initial day the consumers transitioned from RRP services to outpatient services.

REFERENCE(S): RRP Manual

RELATED POLICY (IES):

SUPERSEDES: Title; Policy No.; Effective Date/signature date; Approving individual's name

ATTACHMENT(S):

**GUAM BEHAVIORAL HEALTH AND WELLNESS CENTER
REVIEW AND ENDORSEMENT CERTIFICATION**

Do# 62017
JUN 16 AM 8:47

The signatories on this document acknowledge that they have reviewed and approved the following:

Policy and Procedure

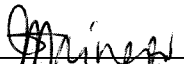
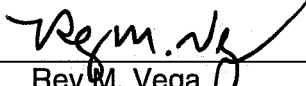
Submitted by: Residential Recovery Program

Program Plan

Policy No: CL-RRP-01

Bylaws

Title: RRP Admission, Transition and Discharge

Reviewed/Endorsed	Date	Signature
		
Title		6/15/17 Sherralin Pineda Residential Program Manager
Reviewed/Endorsed	Date	Signature
	JUN 16 2017	
Title		Rey M. Vega GBHWC Director