



**MONTANA STATE HOSPITAL
MENTAL HEALTH GROUP HOME
POLICY AND PROCEDURE**

**SUSPENDING OR DISCONTINUING
MSH MENTAL HEALTH GROUP HOME SERVICES**

Effective Date: April 3, 2019

Policy: MSH MHGH-07

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- I. PURPOSE:** To define the process for suspending or discontinuing Montana State Hospital (MSH) Mental Health Group Home (MHGH) services within the continuum of MSH Services.
- II. POLICY:**
 - A. Access to treatment and rehabilitative service settings on the campus of the MSH is through the written order of an attending Licensed Independent Practitioner.
 - B. Residents served by MSH will not have services suspended or discontinued due to a rule violation. However, a Licensed Independent Practitioner, in consultation with members of the treatment team, may change the course or the treatment and treatment setting to best serve resident needs.
 - C. Rule violations by a resident in the MSH MHGH care setting will trigger an evaluation of appropriateness of care setting for the resident.
- III. DEFINITIONS:** None.
- IV. RESPONSIBILITIES:**
 - A. Attending Licensed Independent Practitioner: Determines and writes orders to the care setting best able to serve a resident's needs.
- V. PROCEDURES:**
 - A. The MSH MHGH staff will notify the attending Licensed Independent Practitioner or if after hours the Nursing House Supervisor of rule violations, clinical concerns, or emergency situations.
 - B. The attending Licensed Independent Practitioner or if after hours the Nursing House Supervisor will determine the needs of the resident and the appropriateness of the MSH MHGH setting.
 - C. If the Licensed Independent Practitioner determines another service setting is better able to address the resident's needs, the Licensed Independent Practitioner or designee will meet with the resident during regular work hours Monday through Friday to discuss:

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1. The reason for the change in care setting,
2. and what care setting services, if any, will continue to be provided.

D. If indicated, the attending Licensed Independent Practitioner or designee will consult with the MSH unit Licensed Independent Practitioner regarding proposed transfer.

E. If the situation is emergent, the attending Licensed Independent Practitioner or on call designee will give an order for transfer and follow up to discuss the reasons for the transfer.

- VI. REFERENCES:** Administrative Rules of Montana for Mental Health Center: Policies and Procedures 37.106.1908.
- VII. COLLABORATED WITH:** Hospital Administrator, Medical Director, Director of Clinical Services; Director of Nursing, Director of Quality Improvement, and MSH MHGH Program Manager.
- VIII. RESCISSIONS:** MHGH-07, Suspending or Discontinuing MHGH Services dated December 15, 2015; TCU-07, *Suspending or Discontinuing Transitional Care Unit Services* dated November 20, 2013; TCU-07, *Suspending or Discontinuing Transitional Care Unit Services* dated November 14, 2011, TCU-07, *Suspending or Discontinuing Transitional Care Unit Services* dated January 28, 2009; TCU-07, *Suspending or Discontinuing TCU Services* dated January 18, 2006; TCU-07, *Suspending or Discontinuing TCU Services* dated January 10, 2003; Policy TCU-07-99-N, *Suspending or Discontinuing TCU Services* dated June 15, 1999.
- IX. DISTRIBUTION:** MSH Electronic Policy and Procedure Manual and MSH Website <https://dphhs.mt.gov/amdd/MSH>.
- X. ANNUAL REVIEW AND AUTHORIZATION:** This policy is subject to annual review and authorization for use by either the Administrator or the Medical Director with written documentation of the review per ARM § 37-106-330.
- XI. FOLLOW-UP RESPONSIBILITY:** MSH MHGH Program Manager.
- XII. ATTACHMENTS:** None.

Signatures:

Kyle Fouts
Interim Hospital Administrator

Thomas Gray, MD
Medical Director