



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

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

Effective Date: December 15, 2015

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 (LIP).
- B. Residents served by MSH will not have services suspended or discontinued due to a rule violation. However, a LIP, 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 that resident.

III. DEFINITIONS: None

IV. RESPONSIBILITIES:

- A. Attending LIP: 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 LIP or if after hours the Nursing House Supervisor of rule violations or emergency situations.
- B. The attending LIP 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 LIP determines another service setting is better able to address the resident's needs, the LIP 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. the conditions that must be met to return to the MSH MHGH setting,
3. and what care setting services, if any, will continue to be provided.

D. The attending LIP will consult with the MSH unit LIP regarding proposed transfer.

E. If the situation is emergent, the attending LIP 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 Program Manager of the Montana State Hospital Mental Health Group Homes.

VIII. RESCISSIONS: #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 MHGH Policy and Procedure Manuals

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: Program Manager of the Montana State Hospital Mental Health Group Homes.

XII. ATTACHMENTS: None

_____/____/____
John W. Glueckert Date
Hospital Administrator

_____/____/____
Thomas Gray, MD Date
Medical Director