

	Montana Mental Health Nursing Care Center Policy Manual	Policy Number	1116
		Original Date	07/28/1998
	Department: Social Services	Revised Date	07/09/2015
	Facility Initiated Discharge Protocol		

POLICY:

Each quarter, the facility will evaluate residents for discharge to a less restrictive environment.

PROCEDURE:

1. Care Plan team evaluation and recommendation for discharge.
2. Counsel with resident about possible discharge.
3. Written discharge orders and recommendation by the attending psychiatrist, and/or physician.
4. Guardian/DPO and family member(s) informed of care plan teams recommendation.
5. Thirty (30) Day Discharge (Attachment #1) and Appeal Notice (Attachment #2) to resident and guardian/DPOA/family member(s), if discharge is opposed.
6. If the resident is under mental health commitment, a 5 Day Notice of Discharge will be sent to the resident, guardian, District Court Judge, attorney assigned to the resident and Deputy County Attorney. (Attachment #3)
7. A formal Aftercare Plan (Attachment #4) will be developed.
8. The Community Mental Health Services will be notified with an Aftercare Plan. (Attachment #5) if appropriate.
9. The Business office will be notified with a Transfer Form (Attachment #6).
10. A Social Services discharge summary will be documented in the medical record.