

**DEPARTMENT OF
PUBLIC HEALTH AND HUMAN SERVICES**



BRIAN SCHWEITZER
GOVERNOR

JOAN MILES
DIRECTOR

STATE OF MONTANA

www.dphhs.mt.gov

PO Box 4210
HELENA, MT 59604-4210

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POLICY MEMO

TO: Providers of Developmental Disabilities Services

RE: Emergency Identification for Service Recipients

From: Jeff Sturm, Program Director, Developmental Disabilities

Effective Immediately, I am asking all providers of Developmental Disabilities Services to enquire if individuals in their services are carrying some form of photo identification in case an emergency situation arises. If an individual chooses to have a picture Identification please make this option available and document that the individual has a picture identification in their PSP. If the individual elects not to have a picture Identification for emergency purposes please document this in their PSP.

This policy reflects the concerns of providers, individuals in services and family members and State and contracted staff who participated in the Strategic Planning Across Montana (SPAM II) forum that took place in the Fall of 2006 and the Spring of 2007. This policy is the direct response of the Developmental Disabilities Program to Priority Number 5, Crisis Support Services.

Developmental Disabilities Quality Improvement Specialists will incorporate this policy into the Quality Assurance process effective July 1, 2008. Emergency Identification has also been added to the PSP.