

SHIAWASSEE COUNTY COMMUNITY MENTAL HEALTH AUTHORITY

POLICY AND PROCEDURE MANUAL

Section: Clinical

Policy Number: 12

Subject: **Continuum of Care**

Effective Date: 4/28/97

Last Revision Date: 10/22/08

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Policy

It is the policy of the Shiawassee County Community Mental Health Authority (SCCMHA) that the provision of services will be consistent with the organization's mission and vision. Services will be provided to consumers appropriate to their specific needs as determined by initial screening, initial assessment, the person centered plan, and transfer procedures. Care will be continuous among agency programs and coordinated with outside providers.

Purpose

To ensure that consumers receive care that is appropriate to their specific needs.

To ensure that care is continuous and coordinated among and between agency departments or programs and outside providers.

Application

All SCCMHA programs and services.

Standards

1. Persons admitted to agency programs, services, and levels of care must meet admission criteria for the specific program or service.
2. An admission which does not meet specified criteria must be approved in writing by the Program Director for the program or service.
3. Staff are responsible for carrying out the access functions, coordinating care and services during the initial screening, assessment and treatment planning phases.
4. The case manager or primary therapist is responsible for ensuring continuity and coordination of the consumer's care during treatment phases.
5. Referral, transfer, or discharge of consumers to other levels of care, health professionals, or settings are based on the consumer's assessed needs and the agency's capability to provide needed care.

6. Discharge planning begins at the time of admission.
7. The case manager or primary therapist is responsible for coordinating and following up on a consumer's transfer or discharge.
8. If the consumer is not satisfied with his/her plan of services, the consumer or his/her guardian or parent of a minor, may request a review to the person designated as responsible for implementing the plan. Such review will be completed in 30 days according to protocols established by SCCMHA.

Approved by: *Jerry Walden*
Board Chairperson

 10/22/08
Date

 Scott Gilman
Chief Executive Officer

 10/22/08
Date

