

Policy and Procedure Manual Saginaw County Community Mental Health Authority		
Subject: Recipient Rights – Comprehensive Examination	Chapter: 02 - Customer Service and Recipient Rights	Subject No: 02.02.21
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 SAGINAW COUNTY COMMUNITY MENTAL HEALTH AUTHORITY		Authored By: Kentera Patterson, Officer of Recipient Rights Additional Reviewers: Judy Sausedo, Supervisor of Recipient Rights

Purpose:

The purpose of this policy is to ensure people served by mental health services from Saginaw County Community Mental Health Authority (SCCMHA) receive a comprehensive physical and mental examination when admitted into a psychiatric hospital.

Policy:

It is the policy of SCCMHA to reach an agreement with contractual providers of psychiatric inpatient facilities that ensure comprehensive examinations are completed when a person served is admitted into their facility.

Application:

This policy applies to all people served of inpatient psychiatric facilities holding a contract with SCCMHA.

Standards:

- 1) The people served admitted to inpatient psychiatric facilities will receive a comprehensive physical and mental examination within 24 hours of admission.

Definitions:

Inpatient psychiatric facility: A unit or a hospital designated to treat mental and emotional disorders.

References:

Michigan Mental Health Code 330.1710

Exhibits:

None

Procedure:

ACTION	RESPONSIBILITY
1) People served admitted to a psychiatric inpatient facility will receive a comprehensive physical and mental examination within 24 hours of admission.	1) Inpatient psychiatric facility
2) Upon completion of a comprehensive physical and mental examination, an Individual Plan of Service will be developed using the information obtained during the comprehensive examinations.	2) Inpatient psychiatric facility
3) The Individual Plan of Service will be developed through the Person-Centered Planning process.	3) Inpatient psychiatric facility
4) Each person served remaining in the facility will be periodically re-examined no less than annually.	4) Inpatient psychiatric facility