

## **Transition Process & Continuity of Care Guidelines: Monroe County Community Standards <sup>1</sup>**

1. Individuals who are:

- Discharged from psychiatric facilities (acute, intermediate, and long-term),
- Released from Jail (local or otherwise),
- Released from Prison, or
- Returning to the community from other venues

*will return to their previous outpatient provider<sup>2</sup>, unless otherwise indicated.*

- a. The discharging facility, in collaboration with the outpatient provider, will be responsible for addressing aspects of a comprehensive transition plan, including, but not limited to, arrangements for housing, aftercare treatment, family and social supports, and benefits (including payment for follow-up services). In addition, when indicated, the discharging facility will initiate referrals for case management services. (Medication policy pending.)

2. When there is no previous outpatient provider:

- a. In the case of *RPC discharges* – a referral will be made to the outpatient provider affiliated with the inpatient unit that referred the person to RPC. Discharges from RPC will be given priority access and accepted within two weeks of referral.
- b. In the case of *acute unit discharges* – a referral will be made to the outpatient system affiliated with the inpatient unit from which the patient is leaving. (Children & Youth policy pending)
- c. Patient choice and clinical needs will be considered and prioritized.

3. When the previous outpatient provider rejects a referral, senior management staff will explore accommodating the treatment needs of the patient within their larger system.

- a. If the agency cannot accommodate the treatment needs of the patient, senior management staff of that agency will consult with other providers to explain why it is contraindicated for them to treat the person and request assistance to achieve acceptance of the patient's ongoing care by another provider.

4. The RPC Chiefs meeting (4<sup>th</sup> Wednesday of the month at 8:15 am at RPC) will be used to resolve case-specific problems. (Additional meetings may need to be called at 8:15 am other Wednesday mornings during the month for prompt resolution of outstanding issues.)

5. When the provider system is unable/unwilling to offer an appropriate level of treatment to a particular patient, the Director of the Monroe County Office of Mental Health and/or her designee will make a final determination of which provider will treat the patient.

<sup>1</sup> As reviewed and agreed upon at the RPC/Monroe County Providers Chiefs Meeting on 4/23/03. Please see page 2 for a list of agency representatives who participated in the development of this Standard.

<sup>2</sup> The "previous outpatient provider" is defined as the public mental health agency that was either treating the individual or attempting to engage the individual in treatment prior to the current hospitalization or incarceration. Brief contact with the individual prior to the current hospitalization or incarceration does not mean that that agency is the "previous outpatient provider."

The following individuals participated in the development of the Transition Process & Continuity of Care Guidelines:

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