

**ARROWHEAD REGIONAL MEDICAL CENTER
BEHAVIORAL HEALTH (BH) POLICIES AND PROCEDURES
2025 SUMMARY OF POLICY REVISIONS**

Policy No.	New	Major	Minor	Reviewed	Policy Title	Explanation (New and Major Only)
			X		Table of Contents	
100 v8		X			Scope of Services	Allows for serving the Adolescent population ages 13-17. Age range is based on the programming and competency of the staff serving the units. • Replace Psychiatric Triage with Psychiatric Emergency Department (ED). • Add adolescents as part of the population served. • Add severe substance disorder as patient care need assessment. • Replace Clinical Therapist with Clinical Therapy Department.
202 v5		X			Transfers to Behavioral Health	Detailed process for transfer from other departments to Behavioral Health Department. (BH) Detailed process for transfer from ED to BH. Detailed process for transfer from BH to ED.
203 v8		X			Patient Movement	Adds 5585 to the language and for process in managing adolescent population. • Adding 5585 hold for adolescents. • Remove PC 4011.6. • Replace Psychiatric Triage with Psychiatric Emergency. • Add adolescents age range 13-17. • Add procedure for adolescents on hold or voluntary to appropriate waiting areas.

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204 v5		X			Visiting Procedures and Staff Coverage	Adjusted visiting schedules. Allows for visitation of minors to the adolescent unit as appropriate.
400 v6		X			Acuity Staffing Plan	Updated staffing to align with current staffing matrix and included adolescent units. Add adolescent inpatient unit and adolescent psych ED staffing matrix to attachment for acuity and matrix.
401 v5		X			Social Work Staffing Plan	Updated for age served. - Changed age range to 13-65. - Removed certification hearings under services provided. - Added PsyD classification and added 2BHN to the inpatient units.
402 v5		X			Patient Assignments	Updated for staffing ratio for both adult and adolescent units. - Clarified inpatient patient:nurse ratio as 6:1 and emergency as 4:1 and indicated mix staffing of 50% or more being a registered nurse (RN). - Remove patient rounds log due to introduction of electronic rounds.
500 v10		X			Orientation and Staff Development/Education-Nursing Staff	Updated to include 5585 to the language and add adolescent units for orientation areas. - Add adolescent inpatient to general orientation/5585 to nursing orientation. - Replaced Management of Aggressive Behavior (MAB) with hospital-approved crisis management training.

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713.01 v7		X			Hospital Approved Crisis Management Training	Updated to adjust language to Crisis Prevention & Intervention Training (CPI) and changed name to a generic "Hospital-Approved Crisis Management Training." - Change title from MAB to hospital approved crisis management. - Replace MAB with crisis management.
718 v8		X			Admissions Criteria	Add 5585 to the language of the policy. Updated language in exclusion criteria - Replace mentally retarded with individuals with intellectual disabilities. - Replace social problems or community nuisances with social or behavioral issues.
800 v5		X			Environment of Care (EOC) Manual	Updated language to refer to ARMC-BH Clinical Director II and referenced The Joint Commission (TJC) standards. Replace safety officer to clinical director II.
803 v6		X			Safety: Patient, Visitor, and Personnel	Updated Assistant Hospital Administrator (AHA) to Clinical Director II (CD2). Attachment B revised. - Replaced AHA with Clinical Director II. - Replaced BH Safety Officer with ARMC Safety Officer. - Remove "staff member" from the list of individuals to fill out the concern form. Staff can enter concern in Unusual Occurrences Reporting portal.
806 v5		X			Code Grey (Stat Call)	Updated MAB reference. Updated AHA to CD2.

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						- Replace MAB with Crisis Management Training. - Replace assistant administrator and AHA with Clinical Director II.
811 v5		X			Fire Evaluation Plan	Revised for updated locations - Replace Psych Triage with Psych Emergency Department and add Adolescent Psychiatric Emergency Department. - Replace area behind the mailroom with Adolescent Psychiatric Emergency Department area.
811.01 v4		X			Disaster Plan	Revised for updated locations - Add abbreviations for Behavioral health and house supervisor. - Add clinical director II. - Replace nurse manager with unit manager. - Add Hospital incident command center and hospital command center to their abbreviations. - Replace Department of Nursing (DON) with Clinical Director II. - Replace Arrowhead café with Skylight café. - Replace pediatric with adolescent. - Replace escorting to 1BHS with escorting to Adolescent BH Triage on second floor. - Replace adult patients with patients in general.
811.02 v2		X			Emergency Evacuation Plan - All BH Units	Revised for units separation Replace 2BHS/BH Triage with All BH Units in the title.

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						- Replace south west exits with stairway exits on unit. - Consolidated all plans for all units as evacuation area is universal for all units.
811.03 v1		X			Emergency Evacuation Plan – BH Inpatient Units	Retired
811.04 v1		X			Emergency Evacuation Plan - 1BHN	Retired
811.05 v1		X			Emergency Evacuation Plan - 1BHS	Retired
813 v3		X			Patient Locator Flowsheet	Retired and Replaced by Policy 826 v1 Replaces patient locator flowsheet with patient safety checks.
826 v1	X				Patient safety Checks	New Policy to replace Policy 813 v3 Replaces patient locator flowsheet with patient safety checks.
1001 v6		X			Notification of Release to County Mental Health Director Peace Officer	Updated to include TJC standard. Included notification of parents/guardians for minors. Inform Provider team of their additional duty to inform parents/guardians. Add 5585 for adolescent holds.
1002 v7		X			Certification Review Hearings	Updated to include TJC standard. Included adolescents to the policy. Add notification to parents or guardian for minors.
1003 v7		X			Procedure for Handling Allegations of Sexual Familiarity	Updated to include TJC standard. Included 5585 in the language. - Add adolescent to the policy. - Replace BH staff with nursing staff for transportation to Sexual Assault Response Team (SART) facility.

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1004 v6		X			Involuntary Patient Advisement	Updated to include TJC standard. Included 5585 in the language. - Add 5585 as a hold for adolescents. - Revise the attachment to include 5585 to the language.
1005 v6		X			Involuntary Patients	Updated to include TJC standard. Included notification of parents/guardians for minors. Inform Provider team of their additional duty to inform parents/guardians. Add 5585 as a hold for adolescents.
1006 v7		X			Voluntary Patients	Updated to include TJC standard. Included parent/guardian to the language and Roger S. hearing trigger. - Add guardian for consents for adolescents. - Add that voluntary patients can be secluded or restrained if they are an immediate danger to self or others. - Add Roger S. hearing if adolescent patient requests to be released against parent/guardian wishes.
1007 v6		X			Leaving Against Medical Advice	Updated to include TJC standard. Included 5585 to the language. Add 5585 as adolescent hold.
1011 v6		X			Patients' Rights	Updated to include TJC standard. Included parent/guardian to the language and Roger S. hearing. - Add parent/guardian/family members under patients' rights. - Remove that patients may keep 3 dollars cash on their person.

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						- Add staff may request patients open their mail or writing material in their presence if contraband is a concern. - Add Roger S hearing for adolescents.
1012 v6		X			Patient Abandonment	Updated to include TJC standard and PC270.5 language for adolescents. - Add PC 270.5 for adolescent population. - Add parent/guardian for adolescent consent. - Add adolescent psych triage as location. - Add process to notify associate administrator if facility refuses to accept patient back.
1013 v6		X			Seen and Release Individuals – After Hours	Updated to include TJC standard. Included adolescent language. - Add adolescents to population. - Add parent/guardian for adolescent consent. - Clarify that adolescents cannot leave on their own upon release. Their parent/guardian must be contacted for release.
1018 v5		X			Patient Safekeeping	Updated to include TJC standard. Included change to minimum of two staff members. Add that patients will be observed by a minimum of 2 staff when changing into scrubs.
1021 v6		X			Clothing Search	Updated to include TJC standard. Included change to minimum of two staff members.

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						- Remove adolescent triage and keep psychiatric triage as general term. - Add minimum of 2 staff to observe patient changing into scrubs.
1026 v4		X			Consent to Use of Psychotropic Medication	Updated to include TJC standard. Include - Parents will consent for adolescents, Update attachment to new form. Add legal guardian for adolescent consents.
1029 v5		X			5150 Validation	Updated to include TJC standard. Included Adolescent Triage unit to policy and updated references. - Add 5585 to the title and throughout policy for adolescents. - Add adolescent psychiatric triage to services.
1031 v3		X			Patient to Patient Assault	Updated to include TJC standard. Includes update for adolescents and conserved patients. Update for California Department of Public Health (CDPH) notification. - Replace MAB with hospital approved crisis management training. - Replace department of health services with regulatory department. - Add that regulatory department will open a discussion to determine reporting. - Add that appropriate notification will be made for adolescents and conserved patients.

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1032 v2		X			Psychotropic Medications, Administration of	Updated to include TJC standard. Included update for emergency medications. - Replace 24 hours timeframe with one time administration only. - Remove verification of 24 hour orders due to no longer using them.
1033 v2		X			Safe Items/Sharps	Updated to include TJC standard. Updated to include Adolescent Psych Triage Unit. Remove adolescent psychiatric triage to make it more generalized.
1200 v7		X			Medical Record	Edit to add 5585 to list. Updated issue # to 7 Add 5585 for adolescent hold.