

**ARROWHEAD REGIONAL MEDICAL CENTER
 BEHAVIORAL HEALTH POLICIES AND PROCEDURES
 2022-2024 SUMMARY OF POLICY REVISIONS**

Policy No.	New	Major	Minor	Reviewed	Policy Title	Explanation (New and Major Only)
		X			Table of Contents	Revised Table of Content Order.
100 v7		X			Scope of Services	Allows for people over the age of 65 to be evaluated for appropriateness to admit into the Behavioral Health department. This removes the exclusion for admission based solely on age 65 and older. Also removed break down of units as they no longer are applicable to the department.
200 v5				X	Indigent Travel/Petty Cash	
202 v4				X	Transfers To Behavioral Health	
203 v7				X	Patient Movement	
204 v4				X	Visiting Procedures and Staff Coverage	
205 v6			X		Revisions, Additions, and/or Removals To/From the Behavioral Health (BH) Policy Manual	
206 v4			X		Control and Organization of the Policy and Procedure Manual	
300 v1		X			Assistant Hospital Administrator-Behavioral Health Position Description	Deleted.
303 v3		X			Mental Health Nurse II Position Description	Deleted.
303.01 v2		X			Mental Health Nurse II/Charge Nurse Position Description	Deleted.
304 v4		X			Mental Health Nurse I Position Description	Deleted.
305 v3		X			Licensed Vocational Nurse II Position Description	Deleted.
306 v3		X			Licensed Vocational Nurse I Position Description	Deleted.
307 v4		X			Psychiatric Technician I Position Description	Deleted.

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308 v4		X			Behavioral Health Clinic Supervisor Position Description	Deleted.
309 v4		X			Clinical Therapist II Position Description	Deleted.
310 v4		X			Clinical Therapist I Position Description	Deleted.
311 v4		X			Pre-Licensed Clinical Therapist I Position Description	Deleted.
312 v3		X			Mental Health Clinician I (D) Position Description	Deleted.
313 v3		X			Occupational Therapist II Position Description	Deleted.
314 v4		X			Occupational Therapist I Position Description	Deleted.
315 v4		X			Certified Occupational Therapy Assistant Position Description	Deleted.
316 v3		X			Secretary I Position Description	Deleted.
317 v1		X			Office Assistant III Position Description	Deleted.
318 v4		X			Hospital Unit Assistant Position Description	Deleted.
320 v3		X			Verification of License, Certificate and Registration	Deleted.
321 v1		X			Nurse Manager/Nursing Supervisor – Behavioral Health Administration Position Description	Deleted.
322 v1		X			Mental Health Nurse Manager Position Description	Deleted.
400 v6			X		Acuity Staffing Plan	
401 v5			X		Social Work Staffing Plan	
402 v5			X		Patient Assignments	
403 v2			X		Medical Staff	

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500 v9			X		Orientation and Staff Development/Education-Nursing Staff	
500.01 v2				X	Orientation and Education-Clinical Therapist Division	
501 v4				X	Orientation-Clinical Therapist	
502 v5			X		Occupational Therapist Orientation	
504 v5			X		Documentation of Training and Meetings	
505 v4			X		Cardiopulmonary Resuscitation (CPR)	
600 v4				X	On-going Competency Assessment Program, Patient Care and Support Services	
601 v4				X	Competency Assessment	
700 v5				X	New Policy and Procedure Distribution	
701 v9			X		Medical Clearance	
703 v4				X	Treatment Plan Monitoring Procedure	
704 v5			X		Social Work Service Resources, Evaluation and Recommendation of Outside Sources	
705 v3				X	Discharge Plans	
706 v5				X	Psychosocial Assessment	
707 v6			X		Psychiatric Evaluation	
709 v5			X		Nursing Assessment Process	
709.01 v7				X	Nursing Chart Audit	
712 v1		X			Special Observation Unit (SOU)	Deleted. No longer have a Special Observation Unit.
712.01 v1		X			Visitation for Patients on 1:1s/Physical Restraints	Deleted.

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713.01 v6		X			Management of Aggressive Behavior (MAB)	Change of Title from Assaultive to Aggressive
714 v10				X	Patient Monitoring for 1:1s	
715 v5			X		Risk for Seizure and other Medically Compromised Patients	
715.01 v2			X		Seizure Precaution Management	
715.02 v3			X		Seizure/Related Injury Prevention	
716 v7			X		Nutritional Deficits, Patient at Risk for	
717 v5			X		Social Service	
718 v7			X		Admissions Criteria	
718.01 v4			X		Admissions Process	
719 v7			X		Discharge Criteria	
720.01 v4				X	Medication Administration	
721 v3		X			Incoming Transfer Procedure and Log Documentation	Process Change due to presence of Transfer Center
722 v3				X	Interdisciplinary Treatment Team	
723 v5				X	Occupational Therapy Services	
724 v4				X	Occupational Therapy Treatment Outcomes	
725 v4				X	Treatment and Activity Groups	
726 v5				X	Psychological Services	
728 v4			X		Referral of Discharge Patients to the Department of Behavioral Health (DBH) Clinics or Other Psychiatric Service	

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729 v2				X	Management of Medical Emergencies	
730 v3		X			Consultation and Emergency Medical Care	Deleted.
730.01 v6			X		Behavioral Health Patient Transport to Main Building	
731 v1		X			Electroconvulsive Treatment, Psychosurgery, Aversive Conditioning	Deleted.
732 v4			X		Patient Satisfaction Survey	
733 v3				X	Treatment Plan Completion	
734 v5				X	Psychiatric Triage Emergency Services	
734.01 v3			X		Psychiatric Triage	
735 v5			X		Tracking of the Interdisciplinary Treatment Plan	
737 v3				X	Spiritual Care of a Patient	
739 v3		X			Providing Care for Patient's Incontinent Episodes	Deleted.
741 v3				X	Required Registered Nurse (RN) to RN Report on Patient Transfers	
742 v2				X	Patient Transport from the Main Building to the Behavioral Health Unit (BHU)	
743 v5			X		Shift Report	
743.01 v3			X		24 Hour Nursing Management Report	
748 v3				X	Dependent Care Services	
751 v2				X	Developmental Disabilities, Interventions for Patients with	
752 v2				X	Elderly and/or Frail, Interventions for Patients who are	
753 v4				X	Data Collection	

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754 v1				X	Occupation Therapy (OT) Screening and Evaluation Process	
755 v2			X		Social Services Chart Review	
756 v1		X			Multi Drug Resistant Organism (MDRO), Patient with	Deleted.
757 v1				X	Commode and Shower Chairs with Grab Bars	
758 v2			X		Continuous Positive Airway Pressure (CPAP)	
759 v1		X			Patient Abuse	Deleted. Refer to Administrative (ADM) Policy 690.21.
800 v4				X	Environment of Care (EOC) Manual	
803 v5				X	Safety: Patient, Visitor, and Personnel	
806 v4				X	Code Grey (Stat Call)	
807 v4				X	Firearms and Other Dangerous Weapons	
809 v4				X	Elevator Usage	
811 v4				X	Fire Evaluation Plan	
811.01 v2			X		Disaster Plan	Removed Meditech reference
811.02 v1				X	Emergency Evacuation Plan - 2BHS/ BH TRIAGE	
811.03 v1				X	Emergency Evacuation Plan - 2BHN	
811.04 v1				X	Emergency Evacuation Plan - 1BHN	
811.05 v1				X	Emergency Evacuation Plan - 1BHS	
812 v2				X	Outside Contacts Regarding Patients	
813 v3				X	Patient Locator Flowsheet	

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815 v1				X	Razor, Patient Use Of A	
816 v1				X	Decompression of Behavioral Health Triage	
817 v1				X	Dress Code	
818 v1				X	Prevention of Suicide	
819 v1				X	Cell Phone Usage in Behavioral Health Unit (BHU)	
820 v1				X	Use of Transmission Devices in Behavioral Health (BH)	
821 v1				X	Patient Viewing of Movies and Television Programs	
822 v1		X			Personal Alarms	Deleted. No longer applicable.
823 v1				X	Metal Detectors, Proper Operation	
824 v1				X	Metal Detectors, Use in Behavioral Health (BH) Triage	
825 v1				X	Absent Without Leave (AWOL) Risk	
900 v5				X	Pulmonary Tuberculosis – Active or Suspected	
901 v7			X		Washer and Dryer	
902 v2			X		Cleaning Posey T-A-T Cuff - Behavioral Restraints	
905 v3				X	Communicable Diseases	
906 v1		X			Patient with Multi Drug Resistant Organism MDRO	Deleted.
1000 v4				X	Writ of Habeas Corpus	
1001 v4				X	Notification of Release to County Mental Health Director Peace Officer	
1002 v6			X		Certification Review Hearings	

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1003 v6			X		Procedure for Handling Allegations of Sexual Familiarity	
1004 v4				X	Involuntary Patient Advisement	
1005 v4				X	Involuntary Patients	
1006 v6				X	Voluntary Patients	
1007 v5				X	Leaving Against Medical Advice	
1008 v5				X	Religious Services	
1009 v6				X	Patients Complaint Procedure	
1010 v4		X			Hearing for Jail Hold Patients	Deleted. No Jail Patients in BHU.
1011 v5				X	Patients' Rights	
1012 v5				X	Patient Abandonment	
1013 v5				X	Seen and Release Individuals – After Hours	
1015 v6		X			Riese Court/Decision Procedure for Medication Competency Hearings	Process change due to following Superior Court calendar and Department of Behavioral Health being responsible for court transportation.
1017 v5			X		Patient Identification System; Armbands	
1018 v4				X	Patient Safekeeping	
1019 v3				X	Disposal of Unclaimed Property and Cash of Patients	
1020 v5				X	Patients Clothing	
1021 v5				X	Clothing Search	
1022 v4				X	Mental Health Facilities Report of Firearms Prohibition	

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1024 v4			X		Certification Review Hearing Process Form	
1025 v5			X		Notice of Certification	
1026 v3				X	Consent to Use of Psychotropic Medication	
1027 v5				X	Denial of Rights Form	
1028 v5			X		Tarasoff – Duty to Warn Potential Victim/s of Threatened Client Violence	
1029 v4				X	5150 Validation	
1030 v2		X			Management of Prisoners in the Behavioral Health Unit (BHU)	Deleted. No Prisoners in BHU
1031 v2				X	Patient to Patient Assault	
1032 v1				X	Psychotropic Medications, Administration of	
1033 v1				X	Safe Items/Sharps	
1034 v1				X	Legal Status of Patient	
1037 v2				X	Contraband	
1100 v5		X			State Hospital Admission Documents	Deleted.
1101 v5				X	Transferring Patient to another Psychiatric Hospital	
1102 v5			X		Notification of Exceeded Bed Capacity	
1103 v1		X			Handicap Access and Grab Bars	Deleted.
1200 v5			X		Medical Record	
1201 v5				X	Legal Message from Medicare Form	
1202 v5			X		Notification of Admission or Release (Consent to Release Information)	

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1203 v5				X	Interdisciplinary Treatment Plan Format	
1204 v5				X	Identification of Unknown Patient	
1206 v3				X	Authentication of Medical Record	
1301 v5			X		Education, Patient and Family	
1400 v7			X		Administrative Days Criteria	
1401 v2				X	Chart Reviews	
1402 v2				X	Utilization Review	
1403 v5			X		Medical Care Evaluation Studies	
1404 v3				X	Utilization Review Committee	
1405 v2				X	Appeals	