

449.423 Written scope of services; policies and procedures; responsibilities and duties of administrator

1.

A psychiatric residential treatment facility must be administered in a manner that enables the psychiatric residential treatment facility to use its resources effectively and efficiently to meet the needs of and provide quality care to its residents. The psychiatric residential treatment facility shall develop and provide services for the care of its residents based on the identified needs of those residents.

2.

A psychiatric residential treatment facility must define in writing the scope of services provided by each department, unit or service within the psychiatric residential treatment facility. The written scope of services must be approved by the administration and the medical staff of the psychiatric residential treatment facility. Each department, unit or service within a psychiatric residential treatment facility shall provide residents care in accordance with its scope of services. The policies and procedures of a psychiatric residential treatment facility and of each department, unit or service within the psychiatric residential treatment facility must, to the extent necessary, be integrated with the policies and procedures of the other departments, units and services within the psychiatric residential treatment facility.

3.

The administrator shall: (a) Ensure that the competence of all members of the staff of the psychiatric residential treatment facility is assessed, maintained, demonstrated and improved; (b) Provide an orientation process for persons hired to work at the psychiatric residential treatment facility that includes initial job training and information; and (c) Assess the ability of the members of the staff of the psychiatric residential treatment facility to fulfill their specified responsibilities.

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(c)

Assess the ability of the members of the staff of the psychiatric residential treatment facility to fulfill their specified responsibilities.

4.

The administrator shall ensure that the psychiatric residential treatment facility is staffed by a sufficient number of personnel, whose qualifications are consistent with their job responsibilities, to provide care to the residents of the psychiatric residential treatment facility.