

84168.2 Intake Procedures

(a)

Section 84068.1 is not applicable to community treatment facilities.

(b)

The licensee shall develop, maintain, and implement intake procedures which meet the requirements specified in this section.

(c)

Before a child can be admitted to a community treatment facility, the facility must obtain sufficient information to determine whether the facility can provide the services necessary to meet the child's needs. This information shall be recorded in the intake report. Admission decisions shall be made by the licensed mental health professional who shall sign and date the intake report. The intake report shall be typed and include at a minimum: (1) The child's legal name, preferred name if different from legal name, preferred gender pronouns, birth date, and sex; (2) The name, address, and telephone numbers of the parents, conservator, or if applicable, the person and agency designated by the court to manage the child's placement; (3) A medical assessment, including ambulatory status as specified in Section 80069. (4) The child's presenting problems; (5) The child's current Diagnostic and Statistical Manual of Mental Disorders (DSM) diagnosis; (6) An assessment of the child's danger to self and others; (7) Medications; (8) The child's immediate educational, service, and treatment needs; (9) Certification that the

child is seriously emotionally disturbed and meets the requirements as specified in Section 84168.1(b)(1); (10) Consent to treatment as specified in Section 84168.1(b)(2); and (11) Authorization from the placing county's Interagency Placement Committee as specified in Section 84168.1(b)(3).

(1)

The child's legal name, preferred name if different from legal name, preferred gender pronouns, birth date, and sex;

(2)

The name, address, and telephone numbers of the parents, conservator, or if applicable, the person and agency designated by the court to manage the child's placement;

(3)

A medical assessment, including ambulatory status as specified in Section 80069.

(4)

The child's presenting problems;

(5)

The child's current Diagnostic and Statistical Manual of Mental Disorders (DSM) diagnosis;

(6)

An assessment of the child's danger to self and others;

(7)

Medications;

(8)

The child's immediate educational, service, and treatment needs;

(9)

Certification that the child is seriously emotionally disturbed and meets the

requirements as specified in Section 84168.1(b)(1);

(10)

Consent to treatment as specified in Section 84168.1(b)(2); and

(11)

Authorization from the placing county's Interagency Placement Committee as specified in Section 84168.1(b)(3).

(d)

When the child is accepted for placement, the following requirements shall be met: (1) An admission assessment shall be completed and signed as specified in Sections 1927(c) and (d) of the California Code of Regulations, Title 9, Chapter 11. (2) An admission agreement shall be completed and signed as specified in Section 80068. (3) The administrator or their designee, the child, and their parent(s), conservator, or person designated to manage the placement shall sign copies of documentation of the following: (A) Procedures regarding the continuing stay criteria as specified in Section 84168.2(e); (B) Procedures regarding transfer of a child to and from secure and nonsecure portions of the facility as specified in Section 84122(b)(1)(A); (C) Due process rights procedures as specified in Section 84172(i); (D) Discharge procedures as specified in Section 84168.5; (E) Discipline policies and procedures as specified in Section 84072.1; (F) Complaint procedures as specified in Section 84172.2; and (G) Informed consent of prescribed psychotropic medications as specified in Section 84175.1. (4) Any other information specified in Sections 80070 and 84170 necessary to complete the child's record shall be obtained.

(1)

An admission assessment shall be completed and signed as specified in Sections 1927(c) and (d) of the California Code of Regulations, Title 9, Chapter 11.

(2)

An admission agreement shall be completed and signed as specified in Section 80068.

(3)

The administrator or their designee, the child, and their parent(s), conservator, or person designated to manage the placement shall sign copies of documentation of the following: (A) Procedures regarding the continuing stay criteria as specified in Section 84168.2(e); (B) Procedures regarding transfer of a child to and from secure and nonsecure portions of the facility as specified in Section 84122(b)(1)(A); (C) Due process rights procedures as specified in Section 84172(i); (D) Discharge procedures as specified in Section 84168.5; (E) Discipline policies and procedures as specified in Section 84072.1; (F) Complaint procedures as specified in Section 84172.2; and (G) Informed consent of prescribed psychotropic medications as specified in Section 84175.1.

(A)

Procedures regarding the continuing stay criteria as specified in Section 84168.2(e);

(B)

Procedures regarding transfer of a child to and from secure and nonsecure portions of the facility as specified in Section 84122(b)(1)(A);

(C)

Due process rights procedures as specified in Section 84172(i);

(D)

Discharge procedures as specified in Section 84168.5;

(E)

Discipline policies and procedures as specified in Section 84072.1;

(F)

Complaint procedures as specified in Section 84172.2; and

(G)

Informed consent of prescribed psychotropic medications as specified in Section 84175.1.

(4)

Any other information specified in Sections 80070 and 84170 necessary to complete the child's record shall be obtained.

(e)

Continuing stay criteria shall be met as specified in Section 1924 of the California Code of Regulations, Title 9, Chapter 11.