



NV DIVISION OF CHILD & FAMILY SERVICES

Division of Child and Family Services  
Inpatient and/or Residential Treatment Facilities

Discharge Policy Updates

November 2, 2023  
Commission on Behavioral Health  
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Purpose

To provide The Commission on Behavioral Health the opportunity to review, provide feedback, and/or approve DCFS' Inpatient and/or Residential Treatment Facilities updated Discharge Policies.

# Inpatient and/or Residential Treatment Facilities Discharge Policies

- Division of Child and Family Services, Desert Willow Treatment Center - AMA (Against Medical Advice) and Administrative Patient Discharge **(9.11)**
- Division of Child and Family Services, Desert Willow Treatment Center - Individualized Treatment, Discharge, and Aftercare Planning **(9.08)**.
- Division of Child and Family Services, Outpatient Services - Individualized Treatment, Discharge and Aftercare Planning **(Not yet assigned a number)**

# Action Updates for all 3 Presented Discharge Policies

- All 3 policies were updated with Family Friendly Language to reflect one of DCFS' mission to be all inclusive of a Statewide System of Care.
- All 3 policies were remediated and are presented to meet 508 Compliance to the Commission on Behavioral Health.
- For the policy modification recommended or identified related to DWTC policies – **Policy 9.08** - Individualized Treatment, Discharge, and Aftercare Planning and **Policy 9.11**- AMA (Against Medical Advice) and Administrative Patient Discharge, recommended revisions were drafted and reviewed with the agencies applicable team as per DWTC's Continuous Quality Improvement (CQI) initiative. The CQI team included representation across all disciplines within the hospital. For policies related to patient care, any proposed revisions and/or policy creation were reviewed by the Ethics committee/and/or the Care of Patient & Medical Services committee as applicable. Finalized drafts were then presented for review and ratification at the monthly Leadership meeting at which point the policy is either ratified or additional modifications may be requested at which time, the policy was returned to the appropriate CQI team for revisions.
- For the policy modification recommended or identified related to Outpatient Services - Individualized Treatment, Discharge and Aftercare Planning (**Policy - Not yet assigned a number**), recommended revisions were reviewed with an identified group of DCFS Managers and Deputy Administrators. A combination of several Outpatient policies were reviewed and combined into one outpatient policy. Finalized drafts were presented for review and ratification within the team.

# Action Updates for all 3 Presented Discharge Policies - Continued -

- For **Policy 9.08**, updates were made to the verbiage in Section B. Discharge Planning to accurately reflect the process for referring to continuum of care resources and Section C. Aftercare Plan to thoroughly reflect what is completed during completion of aftercare planning and to provide the timelines for the completion of the psychiatrist's discharge summary based upon discharge type. The discharge summary dictation timeframes had been updated previously and required reflection in this policy.
- For **Policy 9.11**, minor updates to language and the title of the policy. Initially it was titled "AMA (Against Medical Advice) & Unplanned Patient Discharge". The title was updated to reflect "AMA (Against Medical Advice) & Administrative Patient Discharges".
- For – Outpatient Policy, previous approved policies were merged, language was updated, grammar was improved, the purpose was updated, language within preliminary treatment plan was updated and the discharge/aftercare plan section was added.

# Action to be Taken by the Commission on Behavioral Health

- Review 3 policies
- Provide Feedback on content and process
- Approve with changes
- Approve with no changes
- Not approve and recommend DCFS staff update policy(s) with changes and present policies again for approval to the Commission on Behavioral Health at the next scheduled meeting.

**THANK YOU!**

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