



Integration of Individuals Ready for Discharge
From State Mental Health Treatment Facilities Plan
FY 2015-2016

South Florida Behavioral Health Network, Inc. (SFBHN) has developed a systematic and collaborative process over the years to ensure that our Network provides case management services to each resident of a State Mental Health Treatment Facility (SMHTF) from Miami-Dade and Monroe counties. SFBHN considers all individuals admitted to SMHTF to be “priority clients” and works diligently to make sure that they are connected to a Community Mental Health Center’s Case Management or a FACT Team, according to their catchment area.

CIVIL INTEGRATION SERVICES

The integration process is as follows:

1. SFBHN maintains a list of Community Mental Health Centers (CMHC) and the zip codes (catchment areas) they serve. Each CMHC has responsibilities towards those individuals that reside within their catchment areas. As such, the above referenced list includes the contact information for the individuals responsible for assigning a case manager. Private and public receiving facilities are instructed to contact the corresponding CMHC for assignment of a case manager. In addition, SFBHN maintains communications with the receiving facilities to ensure that CMHCs are responsive to requests for assignment of case managers. Consequently, every person is assigned a case manager before their civil admission to SMHTF. All individuals that were not previously connected to SFBHN through our mental health system (do not have an assigned Community Mental Health Case Manager) will be assigned a community case manager.
 - a. Once a case manager is assigned to complete the transfer evaluation, the CMHC/Case Managers are aware that they are responsible for evaluating whether the person and our community have less restrictive levels of care to avoid admission into a SMHTF. SFBHN Adult System of Care (ASOC) staff is available to discuss the person’s needs and assist in determining whether a less restrictive environment is immediately available.
 - b. If less restrictive settings/resources may not be appropriate or available, the case manager recommends placement at a SMHTC. The assigned case manager is responsible for continuing to follow the individuals through their hospitalization and during their admission at SMHTF.

Upon determination that a person meets admission criteria to a SMHTF, the following steps occur:

1. Case Managers are required to participate in the admission treatment planning meeting and assist in the development of a SMHTF treatment plan.
2. Case Managers are required to maintain at least monthly contact with SMHTF staff and with the person served.
3. Case Managers are required to participate (either in person or by phone) in all recovery planning meetings for the person and advocate/facilitate the participation of the person’s support system, if available and with the person’s served consent.

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4. Case Managers address discharge barriers, specific centered goals and objectives related to community placement, as well as other clinical, rehabilitative and enrichment interventions during the person's stay at SMHTF.
5. Case Managers are required to participate in the discharge planning meeting and assist in the development of a service plan which addresses the person's served needs in the community.

It is the responsibility of the community case manager to participate in the development of the discharge plan and identify services and supports needed for the resident's discharge.

1. Case Managers are required to actively assist the person served and the SMHTF staff in locating appropriate community placements by arranging site visits and facilitating the disbursement of appropriate information to referral sources.
2. Case Managers are required to have a face-to-face contact with the person served in the community within 2 working days of discharge from the SMHTF.
3. SFBHN providers are required to maintain progress notes in the record of the person served, reflecting all meetings and communications with SMHTF staff, the person served, the family or significant others.

SFBHN ensures that the above activities are taking place through several mechanisms:

1. SFBHN's ASOC staff facilitates monthly Discharge Tracking Meetings at South Florida State Hospital/Geo Care LLC (SMHTF of our catchment area). During this meeting, the SFBHN ASOC staff is able to evaluate the assigned case manager's participation in the person's treatment while at SMHTF. ASOC staff is responsible to facilitate discussions about any existing barriers and the resources that may be needed for discharge. In addition to overseeing the case manager's involvement in the treatment of the person's served, the ASOC staff will gather data about the gaps in the system. These system gaps may present as barriers for the persons' served community reintegration. ASOC staff is responsible for bringing the information gathered to SFBHN management to assist in developing a system of care that can meet the needs of our community.
2. SFBHN ASOC staff receive and review the monthly Seeking Placement list which is issued by the Central Program Office in Tallahassee. ASOC staffs those individuals who are seeking placement for more than 60 days to facilitate discharge planning.
3. SFBHN ASOC staff receive and disseminate the monthly recovery plan meeting schedule to the case managers at CMHCs to ensure their participation in those meetings.
4. SFBHN ASOC staff receive and review reports from the SMHTF reflecting the assigned case manager's compliance or lack thereof with their required participation for the activities on behalf of those in SMHTF.
5. SFBHN ASOC staff facilitate Quarterly Case Management meetings with the CMHCs. During these meetings, ASOC staff maintain system-wide communications about the needs and the priority status of those individuals residing in SMHTF.
6. SFBHN Contract Monitoring staff incorporate a review of the records of those individuals who are receiving case management services while they are at a SMHTF.
7. SFBHN Forensic Specialists have been assigned to visit civilly committed individuals, on a quarterly basis, who reside in SMHTFs outside of the Southern Region's catchment area. The Forensic Specialists share the resulting information with the assigned community case manager quarterly and provide guidance in discharge planning if appropriate.

FORENSIC INTEGRATION SERVICES

SFBHN is an active participant in the coordination and delivery of Forensic Services in the community. The Forensic System serves individuals adjudicated incompetent to proceed at any stage of a criminal proceeding or individuals deemed not guilty by reason of insanity due to a mental illness. The goal of SFBHN Forensic Services is to treat these individuals with dignity and fairness, in the least restrictive manner possible while ensuring the safety of the people we serve and the community.

SFBHN is committed to reducing the number of forensic individuals residing in SMHTF. In order to achieve this goal, SFBHN:

1. Supporting a Forensic Services Team that consists of a Team Leader, two designated Discharge Planning Specialists, two Conditional Release Specialists, a Competency Restoration Specialist and a Court Liaison. The Forensic Services Manager oversees the Forensic Department.
2. SFBHN contracts Forensic Specific services with all CMHCs and other specialty providers to offer a continuum of services for community resources for Forensic individuals.

SFBHN's Forensic Services team maintains constant presence in the local circuit court in order to facilitate diversions from involuntary treatment and admission to SMHTF.

1. SFBHN Forensic Services Manager reviews all commitment packets to identify possible diversion candidates and then communicates with the individual's legal representatives to evaluate the feasibility of a diversion plan and present alternative, less restrictive treatment options to the court when appropriate.
2. SFBHN Court Liaison maintains on-going communication with court system representatives and screens individuals for possible diversion when appropriate.
3. Upon screening and determination that diversion from admission to SMHTF is possible, the SFBHN Court Liaison presents the alternative plan to the judge for consideration.

For those individuals committed to the Department of Children and Families pursuant to Chapter 916, F.S., who are evaluated as not meeting involuntary hospitalization criteria and are seeking placement, SFBHN has dedicated forensic services to facilitate their community reintegration process:

1. SFBHN has a Forensic Team that includes two designated Discharge Planning Specialists whose role is to educate the SMHTF on the community resources available to meet the person served needs in the community.
2. The Discharge Planning Specialists actively participate in person served specific resource planning including consideration of the legal component.
3. The Discharge Planning Specialists are responsible for securing the treatment and services recommended by the SMHTF, for the person served within our network. Once the treatment, support and services are secured, the Discharge Planning Specialist provides the information to the SMHTF for inclusion in the proposed conditional release plan.
4. The Discharge Planning Specialists also provide consultation to the Independent Evaluators as to the resources identified for the person served in the community.
5. The Discharge Planning Specialists attend court hearings to support proposed conditional release plans as needed.
6. The SFBHN Forensic Team makes quarterly visits to individuals at all SMHTFs out of the Southern Region's catchment area. The team will continue to address discharge barriers, specific centered

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goals and objectives related to community placement, as well as other clinical, rehabilitative and enrichment interventions to facilitate their discharge from SMHTF.

7. SFBHN Forensic Services Manager communicates with all SMHTFs to provide contact information and education about the specificities of our court system that affect the discharge planning for forensic individuals in SMHTF.

SFBHN Forensic Services Manager is the designated Facility Representative for the Southern Region and part of this role is to elevate the status of those individuals who are on the seeking placement list for more than 60 days. The SFBHN Forensic Services Manager as the Facility Representative works with all SFBHN Departments and Network Providers to identify the resources needed to facilitate the discharge for the person to return to a less restrictive level of care.

The Facility Representative or the Adult System of Care Manager will request and participate in staffing for individuals with complex needs that have been on the seeking placement for over 120 days.

A summary of the discharge plans will be sent to the Regional Substance Abuse and Mental Health Program Office on a quarterly basis for each SMHTF individual (civil and forensic) who is placed on the seeking placement list for more than 60 days.