NORTHERN NEVADA ADULT MENTAL HEALTH SERVICES

POLICY AND PROCEDURE

SUBJECT: ADMINISTRATIVE DISCHARGE REVIEW

NUMBER: NN-LD-12 

ORIGINAL DATE: 12/14/88

REVIEW/REVISE DATE: 02/23/90, 04/14/93, 09/29/93, 05/02/96, 12/09/99, 04/03/03, 04/06/06, 1/22/09, 5/17/12

APPROVAL: Cody L. Phinney, MPH, Agency Director

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I. PURPOSE

To ensure that involuntary and emergency consumers are not discharged without having appropriate treatment and discharge planning reviewed by the Agency Director or designee prior to discharge.

II. POLICY

Northern Nevada Adult Mental Health Services (NNAMHS) will discharge a consumer on a physician's orders after the consumer has received the appropriate treatment. At the discretion of the Agency Director or designee, certain discharges are subject to administrative review. Administrative Discharge Review shall not impair or delay any consumer's appropriate release from the hospital.

II. REFERENCES

NRS 433A.080 - Coordinator of medical programs: Qualifications and selection; powers and duties.
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## III. DEFINITIONS

Coordinator of Medical Programs: NNAMHS Medical Director or designee fulfills the position of the Coordinator of Medical Programs at NNAMHS.

## IV. PROCEDURE

1. The Medical Director has the authority to review all proposed consumer discharges.
   a. If the Medical Director finds cause, or is directed by the Agency Director to do so, they will write an order in the consumer's medical record for an Administrative Discharge Review of the care given.
   b. A notice for Administrative Discharge Review is placed on the front of the chart.
   c. Rationale for the Administrative Discharge Review may include but is not limited to:
      (i) Evaluation for Tarasoff potential
      (ii) Evaluation of the consumer's current status regarding suicidality and/or riskful behavior
      (iii) Appropriate placement after discharge
2. If, in the opinion of the Medical Director, the discharge is not yet appropriate for the consumer, the Medical Director can write an order to cancel the discharge.
   a. Cancellation of the discharge does not constitute release from involuntary status and does not interfere with the previously entered commitment order.
3. The Medical Director will notify the consumer's attending physician of their order to cancel the consumer's discharge and of the rationale for the order.
4. The Medical Director may assign a consumer to another attending physician for further treatment if deemed necessary.

5. The attending physician will consult regularly with the Medical Director and take the necessary steps to provide treatment so as to permit the consumer's appropriate release from the hospital.
6. Once it is determined that the consumer has received appropriate treatment and the discharge is appropriate, the consumer may be released to the next appropriate level of care.
7. The attending psychiatrist or the Medical Director shall document in the consumer’s electronic medical record that the discharge review has been completed.