

STATE OF ALASKA

DEPARTMENT OF HEALTH AND SOCIAL SERVICES

OFFICE OF CHILDREN'S SERVICES

Program Instruction: 13-01

Issue Date: April 15, 2013

Implementation Date: May 1, 2013

From: Christy Lawton, Director

Subject: Instruction Regarding Court Approval of Emergency Psychiatric Treatment in Secure Residential Psychiatric Treatment Facilities

Effective May 1, 2013, the Office of Children's Services will request court approval for children in custody to receive emergency psychiatric treatment in a secure residential psychiatric treatment center. CPS Manual section **6.5.2 Residential Psychiatric Center Level of Care** addresses placements in residential psychiatric treatment facilities but does not include the step of requesting court approval. That step is addressed in section **4.5.8 Hearing on Placement in Residential Psychiatric Placement Center**. Emergency treatment in a secure residential psychiatric treatment facility is currently not addressed in the CPS Manual.

This is to provide instruction regarding the process for requesting court approval for emergency treatment in a secure residential psychiatric treatment facility.

A. Procedure for placing in a Secure Residential Treatment Facility (Level 5, e.g., North Star or API):

1. When a child is in need of acute psychiatric care and a delay in treating the child in a residential psychiatric treatment facility would present a likelihood of serious harm to the child or others, the Protective Service (PS) Specialist will:
 - Consult with the PS Supervisor and the OCS Regional Psychiatric Nurse. After business hours, only the supervisor must be consulted;
 - Arrange for the child to be screened or assessed; and if a qualified physician admits the child into a secure residential treatment facility;
 - Within 24 hours:
 - Notify the supervisor/psych nurse of the child's admission into the treatment facility;
 - Complete an affidavit detailing the need for the emergency psychiatric treatment;
 - Contact the AAG by email and attach the affidavit to the email (On-call workers should make this contact with the AAG if the event occurs over a weekend) ;
 - If the birth parent was not involved in the decision to seek treatment - verbally contact the birth parent to inform them.
 - Within 2 business days of the child entering the treatment facility:
 - Document the child is in the hospital in ORCA (this will send the notice to the GAL, Tribe); and
 - Request the completed intake documentation from the hospital.
 - Within 5 to 7 business days of the child entering the treatment facility and/or after the hearing schedule:
 - Request the completed assessment from the hospital;
2. The PS Specialist is expected to participate in any hearing set regarding the child's treatment in a secure residential treatment facility. If the residential psychiatric treatment ends before the hearing is held, immediately notify the AAG so that a request can be made to vacate the hearing.