

RIVER VALLEY COUNSELING CENTER, INC.

POLICY/PROCEDURE # C10.01

SUBJECT: CRITERIA FOR ADMISSION, CONTINUING CARE AND DISCHARGE

DATE REVIEWED/REVISED: 9/15, 11/18

POLICY STATEMENT: RVCC provides mental health and substance use disorder services which are rendered in the outpatient department, the client's home or other locations appropriate to the provision of service for psychotherapy, counseling or medication management. Services focus on the enhancement and/or maintenance of the individual's level of functioning and the alleviation of symptoms, which significantly interfere with functioning. The goal of outpatient therapy may be crisis resolution, therapeutic stabilization, improvement in adaptation, or harm reduction, including recovery from addiction. The treatment modality, frequency and length of treatment will vary correspondingly.

PURPOSE: RVCC believes that treatment should be delivered in the least restrictive level of care necessary to respond to the presenting problem.

RESPONSIBILITY: Primary Clinician/Case Manager, Supervisor and Utilization Management Team

PROCEDURE:

A. Admission Criteria: All of the following criteria are necessary for admission:

1. Individual demonstrates symptomatology consistent with a DSM-5 (Axis I and/or Axis II) diagnosis, which requires and will respond to therapeutic intervention.
2. There is an expectation that the prescribed treatment will show progress toward treatment goals within the specified number of sessions or is needed to maintain optimum level of functioning.
3. There are significant symptoms that interfere with the individual's ability to function.
4. The individual and/or family systems, upon evaluation, demonstrate motivation to comply with treatment.
5. The mode of treatment is appropriate to the symptomatology.

B. Exclusion Criteria: Any of the following criteria are sufficient for exclusion from this level of care:

1. Individual evidences such severity of symptoms and/or inadequacy of social support system that treatment is required at a more intensive level of care;
2. Individual is actively receiving services with another agency;

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3. Individual presents with an impairment, which will not improve at this level of care;
 4. Treatment is for other than the active symptoms of a DSM-5 diagnosis.
- C. Continuing Stay Criteria: All of the following criteria are necessary for continuing in treatment at this level of care:
1. Severity of illness and resulting impairment continues to require outpatient treatment;
 2. Treatment planning is individualized and appropriate to the individual's changing condition with realistic goals and objectives stated;
 3. All services and treatment are carefully structured to achieve optimum results in the most timely way possible;
 4. When medically necessary, appropriate psychopharmacological intervention has been prescribed;
 5. Care is being rendered in a clinically appropriate manner;
 6. Progress in relation to specific symptoms or impairments is clearly evident and measurable in describable and observable terms, but goals of treatment have not yet been achieved; or adjustments in the treatment plan to address lack of progress are evident;
 7. The individual and family (when appropriate) are participating to the extent they are medically and psychologically capable with a program that is considered adequate to alleviate the signs and symptoms justifying treatment.
- D. Discharge Criteria: Any of the following criteria are sufficient for discharge from this level of care:
1. Individual's documented treatment plan goals and objectives have been substantially met.
 2. The individual, family, guardian, and/or custodian are non-compliant in treatment or in following the program rules and regulations, despite attempts to address non-compliance issues.
 3. Consent for treatment is withdrawn by the client, and it is determined that the individual does not meet criteria for an inpatient level of care.
 4. Individual is not making progress towards treatment goals and there is no reasonable expectation of progress.
 5. Individual no longer meets admission criteria or meets criteria for a more intensive level of care.
 6. Individual is involuntarily discharged (see C10.09).

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