



**State Mental Health Hospital Treatment
Facility Discharges**
Plan for Reintegration of Individuals to the Community

FY 2016-2017

CENTRAL FLORIDA CARES HEALTH SYSTEM
State Mental Health Hospital Treatment Facility Discharges:
Plan for Reintegration of Individuals to the Community

Central Florida Cares Health System, Inc. (CFCHS) recognizes that one of its primary responsibilities is to implement procedures for the continuity of care for individuals discharged from State Mental Health Treatment Facilities (SMHTF). CFCHS contracts with subcontractors in Orange, Osceola, Brevard and Seminole counties to provide a Community Case Manager and/or Forensic Specialist for individuals residing in SMHTF. The Community Case Manager and/or Forensic Specialist will coordinate admission and discharge planning for the civil and forensic systems. They will also follow individuals during their state mental health treatment stay and post-discharge to ensure treatment engagement, stable housing, resumption or acquisition of benefits, and meaningful involvement in the community.

Community Case Manager¹

It is the responsibility of the Community Case Manager for residents committed pursuant to Ch. 394, F.S. to participate in the development of the discharge plan and identify services and supports needed for the individual's discharge. The Community Case Manager will provide the following services:

1. Participate in recovery team meetings when possible to anticipate and remedy possible barriers to community placement during discharge planning;
2. Participate in the discharge planning meeting and assist in the development of a discharge or conditional release plan which addresses the needs of the client in the community.
3. Actively carry out linkage and brokerage activities in the community prior to the client's discharge in order to implement the service plan;
4. Maintain contact with the SMHTF Case Manager and Social Worker. Notify the civil mental health treatment facility once placement and services have been secured.
5. Maintain contact with the individual's family consistent with *Chapter 394, F.S*
6. Maintain progress notes in the client record reflecting all meetings and communications with SMHTF staff, the client, the family or significant others.
7. The Community Case Manager will also work to ensure possession of current and valid identification cards and retain copies of those documents in the individual's community files to facilitate access to benefits upon return to the community.
8. Ensure recommended services are received after the client's discharge.
9. Have a face-to-face contact with the individual in the community within 2 working days of discharge from the SMHTF.

Forensic Specialist²

The Forensic Specialist in Circuits 9 and 18 will provide an array of services to individuals who have been Court ordered for a mental competency or sanity evaluation or have been committed to the Department of Children and Families under the provisions of Chapter 916, F.S. Services related to discharge planning will include:

¹ Reference- CFOP 155-17 and ME Contract Incorporated Document 7

² References- CFOP 155-18 and ME Contract Incorporated Document 7

1. Provide all available information to the SMHTF required to assist with the individual's treatment.
2. Attend quarterly meetings with individuals at SMHTF and assist with discharge planning.
3. Locate appropriate community placements and arrange for needed aftercare services for individuals determined appropriate for discharge.
4. Assist the treatment facilities and appropriate court personnel in the development of conditional release plans.
5. Provide or ensure the provision of information to the Courts and the attorneys pertaining to the individual's treatment in the state treatment facilities as requested.
6. The Forensic Specialist will also work to ensure possession of current and valid identification cards and retain copies of those documents in the individual's community files to facilitate access to benefits upon return to the community

Management of SMHTF Discharges³

CFCHS recognizes that continuity of care is a key factor in successfully reintegrating individuals ready for discharge from SMHTF to a less restrictive setting in the community. CFCHS' management related to SMHTF discharges includes:

1. Monitoring the discharge responsibilities of Subcontractors and assure that all requirements and duties as expressed and referenced in Florida Statutes and Florida Administrative Codes are being satisfied prior to discharge from the State Hospital Facility.
2. Work with DCF to engage in appropriate protocols for the placement of civil and forensic clients at discharge. The goal of these efforts will be to ensure that placements are being conducted in a timely manner.
3. Collaborate with DCF, SMHTF and Community Case Manager/Forensic Specialist in finding solutions to resolve community issues related to discharging individuals from SFMTF.
4. Assist in the implementation of the Continuity of Care Guidelines as agreed upon by the DCF and the SMHTF.
5. Manage the efficiencies of Subcontractors for discharging individuals placed on the Integrated Seeking Placement List (SPL).
6. Coordinate conference calls to review civil clients awaiting discharge past 60 days on a monthly or as needed basis.
7. Coordinate conference calls to review forensic clients awaiting discharge past 90 days on a monthly or as needed basis.

Reintegration of Individuals Discharged from SMHTF

Practices for reintegrating individuals back into the community, at a minimum, includes the following:

1. Upon receipt of the Integrated SPL from the Department of Children and Families (DCF) facility staff, CFCHS will forward the list to the Community Case Manager/Forensic Specialist to develop discharge plans for those on the SPL awaiting community placement.
2. Behavioral health services shall be provided to persons pursuant to s. 394.674, F.S., including those individuals who have been identified as requiring priority by state or federal law. These identified priorities include individuals who reside in civil

³ Reference- CFCHS policy: Adult Mental Health- State Treatment Facilities

and forensic SMHTFs⁴. Depending on client needs and program eligibility criteria, services within CFCHS' network will be made available to individuals being discharged from SMHTF for continuity of care. These services may include FACT, residential treatment, outpatient services, and medication management.

3. The Community Case Manager/Forensic Specialist will work towards engaging clients in treatment, locate stable housing, resumption or acquisition of benefits and linkages to available services that may meet the needs of the clients.
4. Community Case Manager/Forensic Specialist will maintain contact with the SMHTF discharge planners on community placements options to include barriers on placements. The Community Case Manager/Forensic Specialist will notify the SMHTF when placement is located and arrange for needed aftercare services for individuals determined appropriate for discharge.
5. CFCHS will obtain updates on efforts made to locate appropriate placement for individuals on discharge status from the Community Case Manager/Forensic Specialist and provide technical assistance with placement options, when necessary.
6. The Community Case Manager/Forensic Specialist will ensure that aftercare services will be in place upon discharge when clients are placed outside the CFCHS geographic area.

⁴ Reference- ME Contract GHME1