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| **Policy Name:** | **Psychiatry Services** | **Date Revised:** | **2/2020** |
| **Purpose:** | **Protocol for Ensuring Clients Have Access to Psychiatric Services** | **Board Approval:** |  |

**Policy:**

It is the policy of Greater New Beginnings to ensure clients have access to services to meet their behavioral health needs, including psychiatric services.

**Procedure:**

Clients residing at GNB Filbert House may require medication interventions and supports throughout their treatment. GNB has contracted with a psychiatrist to provide these services within the organization. Clients will have access to psychiatric care and psychotropic medications as necessary via consultations with a licensed Psychiatrist. Greater New Beginnings will ensure that clients have access to Psychiatry services 24 hours a day, 7 days a week.

1. Referrals
   1. If at any point during the course of providing services to a client it is determined that the client could benefit from a psychiatric evaluation, it is the responsibility of the treating Clinician to make a referral to GNB’s contracted Psychiatrist within 24-hours of the identified need.
   2. In the event of a psychiatric emergency, GNB staff should dial 911 or take the client to the nearest emergency room for evaluation. Should GNB’s contracted Psychiatrist not be available for any reason, crisis services are also accessible through Willow Rock. In the event of an afterhours psychiatric emergency, staff may contact the GNB on-call administrator. The on-call schedule is posted in the staff office and will include a rotation of clinical staff, including the Head of Service. If at any time it is determined the client is in need of an acute psychiatric evaluation, the Clinician should contact the Head of Service in order to determine a plan for ensuring the most timely psychiatric evaluation possible. If the creation of a safety plan is necessary to ensure safety until the evaluation can occur, it is the responsibility of the GNB Clinician to complete the safety plan.
      1. If for any reason a psychiatrist is not available, the client will be referred to their primary care physician. If the client does not have an assigned primary care physician, a referral will be made to a primary care physician from the county provider list.
2. Psychiatric Monitoring
   1. Clinical side effects will be closely monitored by staff and all staff will collaborate closely with the Psychiatrist to report any observed side effects.
   2. The Psychiatrist will evaluate youth who are receiving medications every 6 weeks, or more frequently as appropriate, and youth who are not receiving medications every 90 days, or more frequently as appropriate.
   3. Medication monitoring data will be reviewed regularly by agency leadership.
      1. Any concerning trends will be integrated into agency quality improvement processes for increased monitoring and improvement activities designed to reduce the use of psychotropic medications.