SOUTHERN HIGHLANDS COMMUNITY MENTAL HEALTH CENTER

POLICY AND PROCEDURE MANUAL

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Policy 173 – Consent To Treatment

I. POLICY

It is the policy of Southern Highlands Community Mental Health Center to assure that consumers of the Center give informed consent to treatment prior to being provided treatment.

II. DISCUSSION

All treatment provided to consumers at SHCMHC requires his / her written consent. A general consent is obtained at Intake and additional consents may be required for specific programs. Such consents are obtained on the Consents Form in the electronic medical record. Please refer to HIPAA Policy 507 – Designated Record Set for additional information.

III. PROCEDURES

A. The following steps will be observed in determining whether an individual is capable of giving informed consent.

1. Determination as to whether the individual is clinically competent to understand the nature and the purpose of the proposed treatment, as well as prospective benefits and possible side effects of such treatment.

2. If the individual is determined to be able to make an informed decision relative to treatment, the proposed treatment will be explained in detail and written consent to treatment will be requested. No individual will be asked to sign ~~a~~ consent to treatment until such individual's competence to give consent has been determined. Treatment may be initiated if the individual gives consent. Refusal to consent shall be honored and no treatment shall be forced upon the individual prior to receiving consent from guardian or other responsible individual.

3. The consumer or guardian shall participate in the development of the treatment plan and reviews if necessary for the Guarantor and Program. If the consumer is unable or unwilling to participate and such an unwillingness to participate is documented in writing, then planning can be done without the participation of the consumer. The consumer's informed consent for a course of treatment specified in the treatment plan

or update shall be verified by his signature or the guardian's signature on the treatment plan signature sheet. A copy of the treatment plan may be provided to the consumer as required by Guarantor and Program or if requested by consumer.

4. Consent is not valid unless it is informed consent. To assure informed consent, the following shall be explained to each consumer or his/her guardian:

   a. The nature of the consumer's mental condition.

   b. The reason for taking any proposed medication, including the likelihood of improving or not improving without proposed medications.

   c. That the consent, once given, may be withdrawn at any time by stating such intention to a member of the treating staff.

   d. The reasonable alternative treatments available, if any.

   e. The type, range of frequency and amount of proposed medications, including use of PRN orders, method (oral or injection), and duration of taking proposed medication.

   f. The possible side effects of drugs known to occur commonly and any particular side effects likely to occur to the particular consumer must be discussed by the prescribing practitioner and documented on the Medical Note in the electronic medical record.

   g. The possible additional side effects of medications which may occur to the consumer taking such medications beyond three months or the period after which secondary effects are likely. The consumer shall be advised that such side effects may include persistent involuntary movement of face or mouth and might at times include similar movements of hands and feet and that these symptoms of tardive dyskinesia are potentially irreversible and may appear after the medications have been discontinued.

   h. His/her rights under these procedures.

B. A consumer who has consented to medication or treatment may refuse specific medication or treatment verbally at any time, followed by a statement in writing that he/she does not wish the medication or treatment. A revocation of consent shall be documented and entered in the consumer's record.