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RCW 71.24.847 Transfer of clients—Policy and statistic reporting.

Every licensed or certified behavioral health agency providing voluntary inpatient or residential substance use disorder treatment services or withdrawal management services shall submit a report to the department for each instance in which a person receiving services either: (i) Was transferred or discharged from the facility by the agency without the person's consent; or (ii) released the person's self from the facility prior to a clinical determination that the person had completed treatment.

- Date of Occurrence (Fillable)
- Date of Report (Fillable)
- A person was (Choose one or 'drop down menu'):
 - Transferred or discharged from the facility by the agency due to a violation of treatment facility expectations/policies.
 - Transferred or discharged from the facility due to a clinically assessed and determined need for higher level of substance use disorder treatment.
 - Transferred or discharged due to having been considered to have completed a clinical treatment plan.
 - Released from the facility prior to a clinical determination of completion of treatment due to the persons desire to terminate the treatment plan/agreement against the clinical team's advice.
 - Other (provide a box for a narrative response)
- The departure was (Choose one):
 - Voluntary - A person released themselves from the facility prior to a clinical determination that they had completed treatment.
 - Involuntary - A person transferred or discharged from the facility by the agency without the person's agreement and/or approval of the decision/action.
- The agency used a therapeutic progressive disciplinary process. (Link to definition, example, etc.)
- Yes/no
 - If Yes:
 - The process was initially successful and extended time in treatment.
 - The process was initiated and unsuccessful.

If no:



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There was no opportunity to engage the person (as in an elopement)

The action/behavior of the person was too egregious and/or presented an imminent threat which warranted immediate expulsion.

- The person's self-reported understanding of the reasons for the discharge/transfer (choose one or 'drop down' menu)
 - The person reported understanding the reasons for discharge transfer.
 - The person was unable or refused to provide an understanding to the reason for discharge/transfer
 - The person reported not understanding the reason for discharge/transfer.
- Efforts made to avoid the discharge (check boxes with a 'other' and box for narrative)
 - Progressive discipline
 - Revised treatment plan
 - Additional individual sessions
 - 12 step and/or support programs
 - Mentorship
 - Peer counseling
 - Medication/medication management
 - Financial planning/payment plans
 - Discussion of transfer to similar level of treatment in different facilities.
 - Other _____ (provide box to allow for narrative)
- Efforts to establish a safe discharge plan prior to the person's departure/transfer (Choose one or more.)
 - The clinical team coordinated with the receiving facility to ensure continuity of care. All relevant medical records, treatment plans, and communication have been provided to the receiving facility.
 - The person transitioned before completion of treatment goals and objectives they received a referral sheet that identifies how to access other treatment programs and services.



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- An effort has been made and documented to reach the person that was discharged/transferred within 5 business days to assess functioning and provide support/information.
- Prior to discharge/transfer, the person has been informed of the timeline and procedures for re-admission.
- The person has been provided with the appropriate amount of medication/prescriptions to ensure they are able to re-establish medication treatment post discharge.
- Coordination with primary caregiver was accomplished.

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