

**NORTH COUNTRY COMMUNITY MENTAL HEALTH
ADMINISTRATIVE MANUAL**

CHAPTER: Five – Member Rights
PROCEDURE NAME: RESIDENT COMMUNICATION AND VISITATION PROCEDURE
EFFECTIVE DATE: September 1, 2019

PURPOSE

To protect the rights of recipients of North Country CMH services when in residential settings.

APPLICATION

All North Country CMH direct service programs and contracted direct service providers.

DEFINITIONS

Facility: a licensed residential facility for the care or treatment of individuals with serious mental illness, serious emotional disturbance, or developmental disability.

Resident: an individual who receives services in a facility.

PROCEDURE

1. Immediate family, guardians, and friends of residents are permitted to visit a resident at any reasonable hour without prior notice provided such visitation does not infringe on the privacy of other residents. A visitation time is considered reasonable if the encounter does not seriously tax the effective functioning of the facility.
2. In order to limit an individual from visiting or communicating with a resident the following must occur:
 - o Written documentation in the resident's plan of service that the visitor would have a detrimental effect physically and/or mentally on the resident.
 - o The statement must include that the limitation is the minimum restriction essential to preserving the resident's welfare.
 - o It must have an expiration date or date of review.
 - o The restriction must be reviewed and approved by the Behavior Treatment Committee prior to implementation.
3. Visitation with friends and family away from the residential setting are encouraged. Leaves for more than 24 hours require notification to the resident's support's coordinator and guardian, if any. Residential staff will note and enter into the resident's record his/her condition upon leaving the setting and upon return.
4. If mail is restricted by a plan of service, instances of opening or destruction of mail by staff shall be documented, with justification, in the resident's record.
5. Recipients shall be promptly informed of any limitations on communications. A recipient shall be informed of the purpose of any limitation, the persons or entities involved, and any additional information deemed appropriate.

REFERENCE: Michigan Mental Health Code 330.1715, 330.1726

REVIEWED: 03/24/08; 05/30/10; 07/01/13; 07/02/15

REVISED: 09/17/07; July 05, 2019

APPROVED BY SIGNATURE:

Christine Gebhard

Chief Executive Officer

9/10/2019

Date

Kim Rappleyea

Recipient Rights Officer

09/10/2019

Date