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## North Sound Behavioral Health Organization

### Section 1700 – Crisis Services: Safeguarding of Property

Authorizing Source: WAC 388-877-0280 & RCW 71.05.220, 71.05.700-71.05.715

Cancels:

See Also:

Providers must comply with this policy and my develop individualized implementation guidelines as needed

Responsible Staff: Deputy Director

Approved by: Executive Director

Date: 2/1/2016

Signature:

### **POLICY #1706.00**

### **SUBJECT: SAFEGUARDING OF PROPERTY**

#### **PURPOSE**

North Sound Behavioral Health Organization providers of crisis services and providers who operate psychiatric inpatient Evaluation and Treatment (E&T) facilities shall have appropriate policies and processes to ensure that reasonable precautions are taken to safeguard an individual's property.

#### **POLICY**

When a Peace Officer or Designated Mental Health Professional (DMHP) escorts an individual to a facility to be evaluated, the DMHP must take reasonable precautions to safeguard the individual's property.

Providers who operate E&T facilities shall take reasonable precautions to inventory and safeguard the property of the individual detained to that facility.

#### **PROCEDURE**

1. Agencies employing DMHPs shall provide adequate training and have protocols regarding:
  - a. Safeguarding the individual's property in the immediate vicinity, if involved, at the point of apprehension;
  - b. DMHPs will make every reasonable effort to ensure individuals and service animals (per Americans with Disabilities Act (ADA) definition) will be kept together.
  - c. Safeguarding belongings not in the immediate vicinity, if made aware that there may be possible danger to those belongings; the DMHP may coordinate with law enforcement and/or other available collateral supports to address these needs;
  - d. Taking reasonable precautions, if made aware, to lock and otherwise secure the individual's home or other property as soon as possible after the individual's initial detention; the DMHP may coordinate with law enforcement and/or other available collateral supports to address these needs;
  - e. Ensuring that requirements for crisis outreaches to home visits (RCW.71.05.700 through 71.05.715) are met; and
  - f. Documenting, if made aware, the actions taken to safeguard the individual's property.
2. At the time an individual is involuntarily admitted to an E&T facility, a copy of the inventory, signed by the E&T facilities' staff member completing it, shall be given to the individual detained. In addition, the inventory contents shall be open to inspection to any responsible relative, subject to limitations, if any, specifically imposed by the detained individual. For purposes of this section, "responsible relative" includes the guardian, conservator, attorney, spouse, parent, adult child, or adult brother or sister of the individual. The facility shall not disclose the contents of the inventory to any other person without the consent of the individual or order of the court.
3. NSMHA will monitor providers' policies and practices through the auditing process.

#### **ATTACHMENTS**

None