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## North Sound Mental Health Administration

### Section 1700 – ICRS: Involuntary Treatment Program Court Liaison Role and Responsibilities

Authorizing Source: WAC 388-865-0245(1); RCW 71.05, 71.34, and 70.96 B

Cancels:

See Also:

Provider must “comply with this policy and may develop individualized implementation guidelines as needed”

Approved by: Executive Director

Date: 6/29/2015

Responsible Staff: Deputy Director

Signature:

## **POLICY #1726.00**

### **SUBJECT: INVOLUNTARY TREATMENT PROGRAM COURT LIAISON ROLE AND RESPONSIBILITIES**

#### **PURPOSE**

To ensure the duties of court liaisons provided under Involuntary Treatment Services are administered by professionals knowledgeable in the Involuntary Treatment Act (ITA) court process in accordance with RCWs 71.05, 71.34 and 70.96B (refer to Policy 1720.00 – Administration on Involuntary Treatment for definitions).

#### **POLICY**

The North Sound Mental Health Administration (NSMHA) has developed a region-wide process that facilitates the interaction between the Designated Mental Health Professional (DMHP) teams, the inpatient facilities and court systems when an individual (respondent) is detained, identified as the role of court liaison. This role supports the legal processes of the courts during the inpatient stay.

This role has generally been an adjunct to the DMHP teams. However, it can also be a function of hospital professionals assigned the court work who is knowledgeable with the ITA court process.

There are variations in the duties based on workload and the size of the counties but there are core elements specific to the functions of this role.

This policy provides elements and expectations for NSMHA provider agencies contracted to provide court liaison function.

#### **PROCEDURE**

- A. Individuals performing this function will:
  1. Have a thorough understanding of all applicable laws and procedures;
  2. Have excellent clinical assessment skills and a solid understanding of the court process;
  3. Act as an expert contact regarding the process and workflows.
- B. Upon direction of the attending physician/psychiatric ARNP/designee, the court liaison will initiate the process of pursuing further involuntary treatment and if applicable, file the appropriate petition.
- C. The court liaison will prepare, file and make all court documents available to public defense, prosecution, the inpatient unit and respondent within expected timeframes.
- D. The court liaison is prepared to testify at the discretion of the court.

- E. They will document their activities with and on behalf of respondents; these activities will be retained in the clinical record.
- F. The court liaison will provide coordination, communication and collaboration between the court system and clinical system throughout the involuntary inpatient stay.
- G. NSMHA provider agencies contracted to perform the court liaison role will have the ability to provide liaison support throughout their contracted county(ies).
- H. NSMHA provider agencies contracted to perform the court liaison role will provide training and administrative oversight to this position, including any changes in policies relevant to this position.
- I. NSMHA will monitor this function through the typical auditing and oversight process.

**ATTACHMENTS**

None