

	WEST VIRGINIA DIVISION OF JUVENILE SERVICES	<u>POLICY NUMBER:</u> 501.04	<u>PAGES:</u> 4
<u>CHAPTER:</u> Juvenile Services	<u>REFERENCE AND RELATED STANDARDS:</u> WV Code Chapter §49-2-903		
<u>SUBJECT:</u> Wellness Program			
<u>DATE:</u> January 1, 2018			

PURPOSE

This policy establishes procedures for referring committed residents to the Division of Juvenile Services Wellness Program.

CANCELLATION

This is a new policy.

APPLICABILITY

This Policy applies to all Division of Juvenile Services' facilities.

PROCEDURES

1. Wellness Program Referrals:
 - a. Wellness Program Referrals will only be made from within Division facilities.
 - b. The resident must be committed to DJS.
 - c. The resident must meet the following criteria:
 - i. In need of Crisis Stabilization and/or Psychiatric Medication Stabilization
 - ii. Existence of special behavioral health needs/difficulties where there is some likelihood that the resident may benefit from a more intensive or specialized therapy and/or behavior management services that are not being provided in other rehabilitation center settings.

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2. Types of Wellness Program placements:

- a. Two-week or four-week evaluation period under supervision of contracted psychiatrist
- b. Program completion
- c. Stabilization purposes

3. Referral Procedures

- a. When a resident is suspected of having more intensive behavioral health needs than can be addressed at the rehabilitation program facility, the treatment staff will discuss said resident in the weekly Intake Center Staffing held with all facilities, Mental Health staff and the Director of Programs and Treatment. The purpose of the staffing is to discuss the resident's treatment needs, classification, and to make a decision on the most appropriate commitment facility to accommodate their needs.
- b. If the committee agrees with the decision to refer this youth to the Wellness Program, the Program Director will contact the referring facility to collect the necessary referral information.
- c. After the Treatment Team and the Wellness Program Director discuss this youth and all agree, the referring facility Case Manager will ensure the Wellness Program Referral is completed in OIS.
- d. The Wellness Program Director will review all pertinent current and historical information found in the offender's OIS file within forty-eight (48) hours of receiving the referral. Facility staff will be contact to discuss the resident and submit any additional information needed.
- e. All referral information will be reviewed by the Wellness clinical team to include, but not be limited to, the contracted psychiatrist, psychiatric nurse, and Wellness Program Director. A decision will be made and will be shared with the referring facility staff, mental health unit treatment team and the DJS Director of Treatment and Programs within seven (7) days. Possible decisions could include:
 - i. Recommendations for services at current facility;
 - ii. A two-week or four-week evaluation in the Wellness Program; or
 - iii. Psychiatric admission to the Wellness Program.
- f. Before a youth is transferred to the Wellness Program, an MDT meeting is facilitated by the referring facility to include the Wellness Program Director and, if

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possible, the psychiatric nurse. The purpose of the MDT is to include all members of the MDT in making the referral and to notify them of the transfer of their youth to another facility.

- g. The following documentation must be entered and/or uploaded into OIS prior to the transfer to the Wellness Program.
 - i. LS or YLS/CMI
 - ii. Casey Life Skills Assessment
 - iii. Case Management Plan

4. Program Placement

- a. If the resident is to be moved to the Wellness Program for either a two-week or four-week evaluation or psychiatric admission to the Wellness Program, the DJS Movement Coordinator will be contacted to facilitate transportation between the facilities.
- b. By the end of the two-week or four-week evaluation period, the resident will receive a new Mental Health Assessment and recommendations for treatment services. The Wellness Program Director will staff the evaluation period and assessment results with the Wellness clinical team to include the contracted psychiatrist and psychiatric nurse. The contracted psychiatrist makes the final decision on admittance to the unit for program completion.
- c. For youth whose decision includes program completion on the Wellness Program, following the first thirty (30) days on the unit, an MDT meeting will be scheduled to discuss the course of treatment. A progress letter will be sent every sixty (60) days to the resident's legal team. After the first MDT meeting at 30 days, an MDT will be held every ninety (90) days thereafter.

5. Program Specifications:

- a. Program length will be determined based on the resident's needs and participation in the program, depending on the resident's needs.
- b. An Individualized Program Matrix will be designed for each resident by the Program Therapist, based on their specific needs.
- c. The Program Matrix will be based on the resident's criminogenic, behavioral health, education, and social needs.
- d. The resident will be offered individual, group, and family therapeutic interventions as part of their treatment program.

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6. This policy will be adopted in its entirety and no operational procedure will be developed.

RIGHTS RESERVED

The Director reserves the right to modify, suspend or cancel any provision herein in part or entirety, without notice, unless prohibited by law.

APPROVED:

William K. Marshall

Director

Jan 15th 2018

Date