



SALISH BHO

ADMINISTRATION POLICIES AND PROCEDURES

Policy Name: CONSENT FOR TREATMENT

Policy Number: 2.12

Reference: WAC 388-877-640, -0650

Effective Date: 8/2003

Revision Date(s): 12/2012; 4/2016; 6/2017

Reviewed Date: 4/2016; 6/2017; 6/2018

Approved by: SBHO Executive Board

CROSS REFERENCES

- Policy: Enrollee Rights
- Policy: Corrective Action Plan

PURPOSE

The Salish Behavioral Health Organization (SBHO) shall ensure consent for treatment is uniformly provided throughout the provider network.

PROCEDURE

The SBHO promotes customer satisfaction by requiring providers to assure informed consent to treatment, and individual access to a individual's own records, as follows:

1. Obtain general consent to treatment of all individuals.
2. Minors over twelve years of age may request and receive treatment without parental consent.
 - Parents may request Parent-Initiated Treatment for inpatient and outpatient assessment for on-going treatment.
3. Grant requests to review an individual's own records within fifteen days (as indicated in WAC 388-877-0650).
4. Review the file to remove any material confidential to another person.
5. Allow the individual sufficient time and privacy to review the record, and providing

at individual request a clinical staff member to answer questions.

6. Permit persons requested by the individual to also be present.
7. Assess a reasonable and uniform charge for reproduction of the file, if so desired.
8. Specifically obtain written informed consent of the individual or legally responsible other before use of medication, use of unusual diagnostic or treatment procedure, use of audio or visual devices to record the individual's behavior, and before the individual is the subject of research.
9. File written consent forms in the individual's file.

MONITORING

This policy is a mandate by statute.

1. This Policy will be monitored through use of SBHO:
 - Annual SBHO Provider and Subcontractor Administrative Review
 - Annual Provider Chart Review
 - Grievance Tracking Reports
 - Biennial Provider Quality Review Team On-site Reviews
2. If a provider performs below expected standards during any of the reviews listed above a Corrective Action will be required for SBHO approval. Reference SBHO Corrective Action Plan Policy.