



## PENINSULA RSN

### NETWORK MANAGEMENT POLICIES AND PROCEDURES

**Policy Name:** APPOINTMENT OF DESIGNATED MENTAL HEALTH PROFESSIONALS

**Policy Number:** 3.13

**Reference:** RCW 71.05

**Effective Date:** 2/1990

**Revision Date(s):** 12/2008

**Approved by:** PRSN Executive Board

#### PURPOSE

The Peninsula Regional Support Network (PRSN) shall ensure that it maintains an adequate network of Designated Mental Health Professionals (DMHP) to fulfill the requirements of the Involuntary Treatment Act.

#### DEFINITIONS

Designated Mental Health Professional is a mental health professional who has been designated by the RSN to conduct the activities set forth in RCW 71.05.

Mental Health Professional (MHP) means:

- A psychiatrist, psychologist, psychiatric nurse or social worker as defined in Chapters 71.05 and 71.34 RCW.
- A person with a masters degree or further advanced degree in counseling or one of the social sciences from an accredited college or university. Such person shall have, in addition, at least two years of experience in direct treatment of persons with mental illness or emotional disturbance, such experience gained under the supervision of a Mental Health Professional.
- A person who meets the waiver criteria of RCW 71.24.260, which was granted prior to 1986.
- A person who had an approved waiver to perform the duties of a Mental Health Professional that was requested by the regional support network and granted by the Mental Health Division prior to July 1, 2001.
- A person who has been granted a time-limited exception of the minimum requirements of a Mental Health Professional by the Mental Health Division consistent with WAC 388-865-0265.

## PROCEDURE

1. Designated Mental Health Professionals (DMHP) are employed by the PRSNs Network Providers (Kitsap Mental Health Services, Jefferson Mental Health Services, Peninsula Community Mental Health Center, West End Outreach).
2. Each Network Agency shall have a PRSN Executive Board appointed and designated employee within their respective agencies as the DMHP.
  - a. Designations are made annually or upon change of agency staff
3. Individuals designated as the network agency DMHP may deputize additional qualified employees, as necessary, to conduct business.
  - a. Each agency and DMHP shall ensure that all deputized individuals:
    - i. Meet the qualifications listed in WAC
    - ii. Receive the necessary training to successfully complete their work.
    - iii. Are employed by the same Network Provider Agency that the DMHP represents.
4. Each agency shall provide the PRSN with a current list of deputized employees
  - a. Agencies shall provide a new/ updated list annually, each time there is a personnel change, or upon request.
5. The PRSN shall review qualifications of deputized individuals during annual Administrative Reviews.

## MONITORING

This PRSN policy is mandated by statute.

1. This policy will be monitored through use of PRSN:
  - Annual PRSN Provider and Subcontractor Administrative Review.
2. If a provider performs below expected standards during any of the reviews listed above a Corrective Action will be required for PRSN approval. Reference PRSN Corrective Action Plan policy.