



# SALISH BHO

## CLINICAL POLICIES AND PROCEDURES

**Policy Name:** CRIMINAL JUSTICE SERVICES  
COORDINATION

**Policy Number:** 11.12

**Reference:** Jail Services Agreements; State Contract

**Effective Date:** 7/2005

**Revision Date(s):** 6/2016; 6/2018; 2/2019

**Reviewed Date:** 6/2016; 6/2017; 6/2018; 2/2019

**Approved by:** SBHO Executive Board

### CROSS REFERENCES

- Policy: Corrective Action Plan
- Policy: Cross System Working Agreement

### PURPOSE

This policy applies to all eligible persons within the Salish Behavioral Health Organization (SBHO) catchment area and SBHO contracted network provider agencies to provide behavioral health services in the criminal justice system.

### PROCEDURE

#### Jail Coordination Services

Services are provided within the identified resources.

Provide coordination of services with local law enforcement and jail personnel. Develop and maintain a memorandum of understanding (MOU) with local county and city jails in the service area. The MOU must identify the process and procedures to be implemented when the local jails contract.

- Identify and provide transition services to persons with mental illness to expedite and facilitate their return to the community.
- Shall accept referrals for intake of persons who are not enrolled in services but who meet priority populations as defined in RCW 71.24 (acutely mentally ill, chronically mentally ill,

severely emotionally disturbed, and seriously mentally ill). The contractor shall conduct mental health intake assessments for these persons and when appropriate provide transition services prior to their release from jail.

- The contractor shall assist individuals with mental illness in completing and submitting applications for medical assistance to the local Community Services Office prior to release from jail.
- Pre-release services shall include within available resources identified in the funding:
  - Mental health screening for individuals who display behavior consistent with a need for such screening or who have been referred by jail staff or officers of the court.
  - Mental health intake assessments for persons identified during the mental health screening as a member of the priority population in RCW 71.24.
  - Facilitation of expedited medical and financial eligibility determination with the goal of immediate access to benefits upon release from incarceration.
  - Other prudent pre-release (including pre-trial) case management and transition planning.
- Provision of direct mental health services to individuals who are in jails that have no mental health staff.
- Implement intensive post-release outreach to ensure best possible follow-up with the Community Services Office and appointments for behavioral health and other services engagement with mental health services to stabilize clients in the community.

Additional Services (within funding):

If the Contractor has provided the jail services above, the contractor may use the Jail Coordination Services funds provided to facilitate any of the following activities if there are sufficient resources:

- Daily cross reference between bookings and BHO database to identify newly booked persons known to the BHO.
- Development of individual alternative services plans (alternatives to jail) for submission to the courts.
- Interlocal agreements with juvenile detention.
- Provision of up to a seven-day supply of medication prescribed for the treatment of mental health symptoms following release from jail.
- Training for local law enforcement and jail services personnel.

### **Jail Data**

The following procedure will identify individuals incarcerated in the Kitsap County Jail (KCJ) who may be appropriate for jail services and/or coordination of care.

SBHO will cross-reference Kitsap County Jail (KCJ) booking and release data with the SBHO database to identify SBHO individuals newly booked and those released from the KCJ. Weekly data will be compiled and provided to contracted mental health providers providing jail services per contract.

Contracted providers will be responsible to review data weekly to support pre and post-release services listed above.

### **MONITORING**

This policy is a mandate by contract.

- This Policy will be monitored through use of SBHO:
  - Annual Fiscal Review
  - Annual SBHO Provider and Subcontractor Administrative Review
  - Annual Clinical Chart Reviews
  - SBHO Grievance Tracking Reports
- If a provider performs below expected standards during any of the reviews listed above a Corrective Action will be required for SBHO approval.
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