



Continuity of Care Policy & Procedure

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I. Purpose

To clarify criteria for discharge of mental health clients, how planning will occur for post discharge services or supports and communication with clients and families about the status of their services with UCP of Maine. Continuity of Care includes collaboration with other providers to assure client needs are met.

III. Policy

UCP has a holistic approach to client care and supports communication and collaboration of treatment approaches and supports available to clients/guardians both during the course of treatment and as an integral part of discharge planning.

III. Procedure

The Intake coordinator identifies other services being provided as a part of referral process.


During the Assessment period the provider identifies other services being provided and requests a Release of Information to be signed by client/guardian to coordinate treatment. The provider also identifies unmet needs and discussed other potential referrals for the client.

As indicated by clinical needs and client/guardian consent the provider communicates with other providers i.e. schools, daycares, medical providers, case managers, clinicians, OT, natural supports etc.

Providers will talk with clients/guardians about support groups available to them, benefits to participating in support groups and support them in referrals. This will be documented in Service Agreement, and potentially Progress Notes, Plan of Care and Discharge Summaries.



Scott Tash, CEO



Date