



Shared Living Program: Discharge Policy

Date of Origin: 11/16/2021

Modification Date(s):

Date of Last Review: 12/10/24

I. Purpose

To clarify criteria for discharge of client from Shared Living Program including planning for post discharge services or supports and communication with clients and families about the status of services with UCP of Maine.

II. Policy

Discharge planning discussion will occur with client/guardians starting at intake will continue through the treatment process. UCP staff will have clear verbal or written communications with the client/family/guardian about discharge issues and will work with the client/family/guardian to safely transition to alternative services as needed.

III. Procedure

The client and guardian will be informed about program eligibility, as well as criteria for participation in the program. Plans of Care will have clear, individualized discharge criteria and this will be reviewed annually.

Staff will inform client and guardian about alternative service providers or service options as part of discharge planning.

Client can choose to discharge from program at any time. Agency can choose to terminate services and request discharge if necessary with minimum 30-day written notice as well as a safe discharge plan in place for client. Staff will coordinate with case manager to assist client with discharge.

A handwritten signature in blue ink, appearing to read "Scott Tash", is written over a horizontal line.

Scott Tash, CEO

A handwritten date "12/12/24" in blue ink is written over a horizontal line.

Date