

Chapter: Program
Subject: Discharge & Discharge Summary
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ODJFS Rule: 5101: 2-5-13(A)(18)/17; 5101:2-9-42
COA Standard: GLS 16, 17.01
Reviewed/Revised: 9/20/19; 10/14/2020; 7/1/2021; 9/8/21;
3/28/22

Discharge

NRTC has a written policy that describes the conditions under which, and the procedures by which, all youth will be discharged from the program, including criteria for emergency discharges and discharges not in accordance with the youth's service plan. Contact and family-based discharge planning begins in partnership with the legal custodial agency the day the youth enters the program by gathering information related to the youth's supports and goals post placement. Discharge planning is reviewed no less than every thirty days and during every service plan review.

NRTC Behavioral and Therapeutic Intervention Program and NRTC Substance Abuse Program

1. It is NRTC's goal to reunify youth with their families and with the community in a progressive manner. This is achieved within the context of a structured program that assists the youth in making satisfactory adjustments through the program and upon release. This is in conjunction with his/her placing agency's case plan and or directives.
 - NRTC's Residential Behavioral and Therapeutic, full program is designed as a 6-12 month program.
 - NRTC's Substance Abuse Program is a short-term (45 day), intensive program
 - Youth who are placed for shorter lengths of time, will have their progress outlined on an individualized plan based on his/her needs, behavior compliance and/or the needs of the placing agency.

2. Planned Discharge: After the successful completion of our Transition Phase or reaching individual progress markers as defined by NRTC and the placing agency, the youth is eligible for termination.
 - The youth and their parent/guardian meet to discuss discharge planning with the probation officer, therapist, education staff and any other identified participants for a final discussion to outline aftercare supports for the youth and their family. All parties are given the opportunity to provide feedback before the plan is updated.
 - Written documentation is provided to all participants of the discharge plan prior to discharge with information on how to access additional supports from the NRTC and community providers including contact information and steps required to access each provider.
 - If the youth is on probation, the probation officer will be responsible for petitioning the Court to terminate the youth's placement in the program, along with the Court's care and control of the youth. If in Children Services' custody, the caseworker will be responsible for discharge arrangements.

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3. Emergency Discharge/Removal

An emergency discharge or discharge not in accordance with a youth's service plan may occur for reasons including, but not limited to the following:

- When a youth presents a consistent threat to the physical wellbeing of themselves or others.
- When a youth presents a consistent threat to the physical environment of the facility and the property of others.
- When a youth shows evidence of a chronic dependence on and/or use of any controlled substance and requires longer AOD specific treatment than the 45 day program.
- When a youth runs away repeatedly and refuses to remain at the facility.
- When a youth fails to demonstrate an ability to benefit from the treatment program over an extended period of time.

In these cases, the placing agency is notified so the Court or Children Services may pursue alternative resources for the youth.

Discharge Summary

The discharge summary is the written discharge plan created in the residential treatment information system (RTIS) and given to the placing agency no later than ten days after the youth is discharged from the facility. A copy of the discharge summary shall be maintained within the youth's file.

- The discharge summary shall contain at a minimum:
 1. The reason for discharge.
 2. A summary of the youth's adjustment and results of the placement.
 3. A brief summary of medical, dental, optical and therapeutic services which were provided to the child.
 4. A list of the current prescription and nonprescription medications and any allergies to medications for the youth.
 5. The name and official title or relationship of the person to whom the youth was released
 6. The new location of the youth.
 7. Any recommendations for ongoing treatment, including the identification of service providers whenever possible.

Additional discharge documents may be completed as determined by agency contracts.