



ADMINISTRATIVE RULES OF MONTANA



37.99.117 PRIVATE ALTERNATIVE ADOLESCENT RESIDENTIAL PROGRAMS: ADMISSIONS

- (1) The program will admit only those program participants for whom it has an operational program and who meet its admissions policies.
- (2) The program must have written policies and procedures for screening all referrals.
- (3) The program must have a written admissions policy and procedures which include:
 - (a) the age, sex, and behavioral and/or emotional needs of adolescents served;
 - (b) verifying of legal authority to place or remove a program participant from the program;
 - (c) a description of the intake process for the program participants;
 - (d) a description of the orientation provided to program participants; and
 - (e) an initial assessment of the program participant's emotional, medical, developmental, social, and behavioral status that must be conducted at the time of admission.
- (4) The admission person or committee must review all preplacement referral information to determine the appropriateness of placement, including age and developmental needs of adolescents accepted into the program.
- (5) The program's policies and procedures must provide for and encourage a preplacement process with the program participant and family.
- (6) Placements may only be accepted from the parent/legal guardian of the program participant.
- (7) The admissions policy may not limit contact with the program participant's family for no more than 7 days after admission.
- (8) A program must have written orientation policies and procedures for admission to the program that include:
 - (a) a procedure for ensuring that each program participant receives a personal orientation to the program as soon as appropriate, but no later than 24 hours after admission;
 - (b) inventory of each program participant's belongings;
 - (c) behavioral expectations;
 - (d) information on privilege systems;
 - (e) discipline policy;
 - (f) health and safety procedures;

- (g) program rules;
 - (h) information on the program's search policies, program participant rights, and grievance procedure; and
 - (i) emergency evacuation procedures, including designated escape routes.
- (9) Documentation that is signed by both the program participant and the staff person(s) conducting the orientation must be placed in the program participant's file.
 - (10) A program must maintain a list of current program participants to ensure all participants are accounted for and that staffing requirements are met in all circumstances.
 - (11) A program must ensure compliance of each participant's placement with the Interstate Compact on the Placement of Children (ICPC), as provided in 41-4-101, MCA, and ARM 37.50.901.

Authorizing statute(s): 52-2-803, 52-2-805, MCA

Implementing statute(s): 52-2-803, 52-2-805, 52-2-809, MCA

History: NEW, 2019 MAR p. 2029, Eff. 11/9/19.