



ADMINISTRATIVE RULES OF MONTANA



37.106.1614 WRITTEN POLICIES AND PROCEDURES

- (1) As required in ARM 37.106.1908, a forensic mental health facility (FMHF) must maintain a policy and procedure manual. The policy and procedure manual must be reviewed and updated as necessary, but at a minimum annually.
- (2) In addition to the other requirements of ARM 37.106.1908, the manual must include policies and procedures for:
 - (a) security;
 - (b) involuntary administration of medication;
 - (c) client discharge and transfer procedure;
 - (d) client rights and grievances;
 - (e) client admission criteria;
 - (f) restraint and seclusion;
 - (g) establishing fiscal policies governing the management of organizational and individual funds;
 - (h) establishing and maintaining staffing requirements;
 - (i) informing clients of policies pertaining to the FMHF;
 - (j) food services; and
 - (k) the detection, reporting, and investigation of abuse and neglect.
- (3) The policy and procedure manual must include a current organizational chart delineating the current lines of authority, responsibility, and accountability for the administration and provision of all FMHF client treatment programs and services.

Authorizing statute(s): 50-5-103, MCA

Implementing statute(s): 50-5-103, 50-5-204, MCA

History: NEW, 2016 MAR p. 144, Eff. 1/23/16.