TO: DISTRIBUTION

FROM: CHARLES L. RYAN, DIRECTOR

DATE: August 16, 2017

SUBJECT: Director’s Instruction #358, Mental Health Transition Program

This Director’s Instruction is effective immediately and will remain in effect until incorporated into the appropriate Department Order. This Director’s instruction shall be reviewed for modifications after 90 calendar days.

PURPOSE:

This Director’s Instruction is being implemented to facilitate a program for inmates assigned to the mental health watch areas to successfully reintegrate onto a general population unit. The program allows inmates continued mental health observation in a group environment while maintaining enhanced monitoring by security staff.

This modifies the transition steps for inmates coming off a mental health watch and who are returning to general population units.

PROCEDURE:

1.0 INTAKE AND ASSESSMENT

1.1 Inmate Selection

1.1.1 An Interdisciplinary Selection Team (IST), consisting of a Mental Health Professional, Rincon Security Series Representative, Manzanita COIII/COIV, and a Manzanita Security Series representative shall convene once weekly, or as needed, to evaluate potential candidates for admission to this transitional program.

1.1.2 The IST shall decide the inmate suitability based upon inmate behavior, disciplinary history, programming history, mental health history, mental health needs and their present issue for participation in the Mental Health Transition Program.
1.1.3 Contract Beds personnel requesting inmate reviews will notify the Manzanita Deputy Warden who will convene a review within the next business day. The requesting unit will be immediately advised of the results.

1.2 Manzanita Transition Program Intake

1.2.1 Selected inmates who are transitioning and no longer on watch may be transported to Manzanita Unit if selected.

1.2.2 Transfer of inmates that are selected from a contracted facility for this transitional program will be coordinated through Central Office Classification.

1.3 Mental Health Transition Program Orientation

1.3.1 Mental Health Staff shall conduct an orientation for the newly arrived inmate within 24 hours of their arrival. Mental health staff shall explain:

1.3.1.1 Description of the program.

1.3.1.2 Expectations of the inmate’s participation.

1.3.1.3 Goals of the program.

1.3.2 The Manzanita orientation shall specify unit expectations based on the current unit brochure.

2.0 TRANSITION PROGRAM

2.1 Mental Health Transition Program.

2.1.1 Frequency of Mental Health Provider contact:

2.1.1.1 Inmates accepted into the Mental Health Transition Program shall have contact with Mental Health Staff a minimum of two times each week.

2.1.1.2 Any unit staff member may refer inmates to mental health staff for an assessment.

2.1.2 Group Psycho Educational sessions shall be conducted two times each week by Mental Health Staff.

2.1.3 Recreational Therapy sessions shall be conducted two times each week.
2.1.4 Program Reviews shall be conducted weekly with a projected completion date of 21 calendar days. The Program Review team consisting of Mental Health Staff, Manzanita Deputy Warden or their designee, HU4 COIII and a Manzanita Security Staff representative shall discuss the following items:

2.1.4.1 Individual inmate evaluation based upon:

2.1.4.1.1 Inmate Participation.

2.1.4.1.2 Personal Conduct/Behavior.

2.1.4.1.3 Personal Hygiene.

2.1.4.1.4 Inmate Self-Evaluation.

2.1.4.2 The Program Review Team may award incentives to participants for successful progress within the program. The incentives include:

2.1.4.2.1 Earn incentives based on current Phase Level.

2.1.4.2.2 Additional Recreation Sessions.

2.1.4.2.3 Integrated Housing Program incentives.

3.0 PROGRAM PROGRESS REVIEW

3.1 Weekly, the Review Team shall assess each inmate individually and recommend one of the following courses of action:

3.1.1 Continue in program. Inmate is participating in the program and meeting expectations, but is not ready to transition to a general population setting. The Review Team will reevaluate the inmate in a week.

3.1.1.1 If the inmate has exceeded 21 calendar days he will remain in the program as needed until the review team decides otherwise.

3.1.2 Removal from the program. Prior to the projected 21 calendar days the inmate may be removed from the program due to inmate not participating in the program or demonstrates behavior/conduct that is incompatible with a group setting. Inmate will be evaluated by mental health and housed accordingly.
3.1.2.1 If the inmate is placed on a Mental Health Watch, once the inmate comes off watch, the Interdisciplinary Selection Team will reevaluate the inmate for placement back into the Mental Health Transition Program. If the inmate is denied the Mental Health Transition Program, the inmate will be moved to a general population yard congruent to his classification.

3.1.3 Transition out of the program to the general population. Upon the 21 calendar day review, the Review Team agrees the Inmate has demonstrated sufficient progress within the program and is ready to transition to a general population yard. Inmate is given a self evaluation and agrees to house in general population.

3.1.3.1 The inmate will be transferred to a general/specialty population yard appropriate to the inmate’s mental health needs.

ATTACHMENTS:
Attachment A – Mental Health Transition Program Activities

{Original Signature on File}