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| Facility Name: Middlesex Therapeutic Community Residence (MTCR) | |
| Policy and Procedure: Community Re-Entry /Outings | |
| Replaces Version Dated: 01/07/2014 | Effective Date: 04/09/2014 |

A. Introduction and Purpose

Outings into the community are an integral part of recovery and community reintegration. MTCR will encourage residents to participate in individualized programming designed to build skills requisite for community living.

The utilization of staff supervision allows residents at MTCR to go into the community as clinically appropriate. Levels of staff supervision will be based on legal and clinical readiness and in accordance with goals of treatment.

Any changes in Community Supervision Levels will be considered by the treatment team, will require a written order, and will have written documentation.

B. Community Supervision Levels

In order to participate, residents must be on the 60 minute check Level of Supervision, and after consideration of the team, will require a written order.

C. Preparation for On-Site Walk

1. Prior to leaving the facility staff will complete the Resident Sign Out Sheet (NCF-26) and the Community On Site Walk Check List (NCF-32).
2. Staff will carry with them a two way radio.
3. See attached Property Map and Staff to Resident Ratios.

1:1 On-Site Walk - Residents may go out on facility grounds and adjacent properties under the supervision of one assigned staff.

Supervised Group On-Site Walk – Residents may go out on facility grounds and adjacent properties with a group under the supervision of staff.

Unsupervised On-Site Walk - Residents may go out on facility grounds and adjacent properties without staff.

D. Preparation For Community Outing

1. The driver is responsible for obtaining an MTCR cell phone and listing the phone number on the Community Outing Check List (NCF-33).
2. Prior to leaving the facility the driver or participating staff will complete the Community Outing Check List (NCF-33) and the Resident Sign Out Sheet (NCF-26). A copy of the Resident Sign Out Sheet will be taken on the outing.

1:1 Community Outings - Residents may go out on community outings under the supervision of one assigned staff whose only function is to supervise that resident (cannot be the driver).

Supervised Group Community Outings - Residents may go out on community outings with a group under the supervision of staff; the driver is included in the staff/resident ratio. An order may be written for a Resident to go on community outings with driver only.

Unsupervised Community Outing - Residents may go out on community outings with a treatment team approved, non-MTCR, community support person, family, or friends.

Staff to Resident Ratios for Supervised Group On-Site Walk/Activity

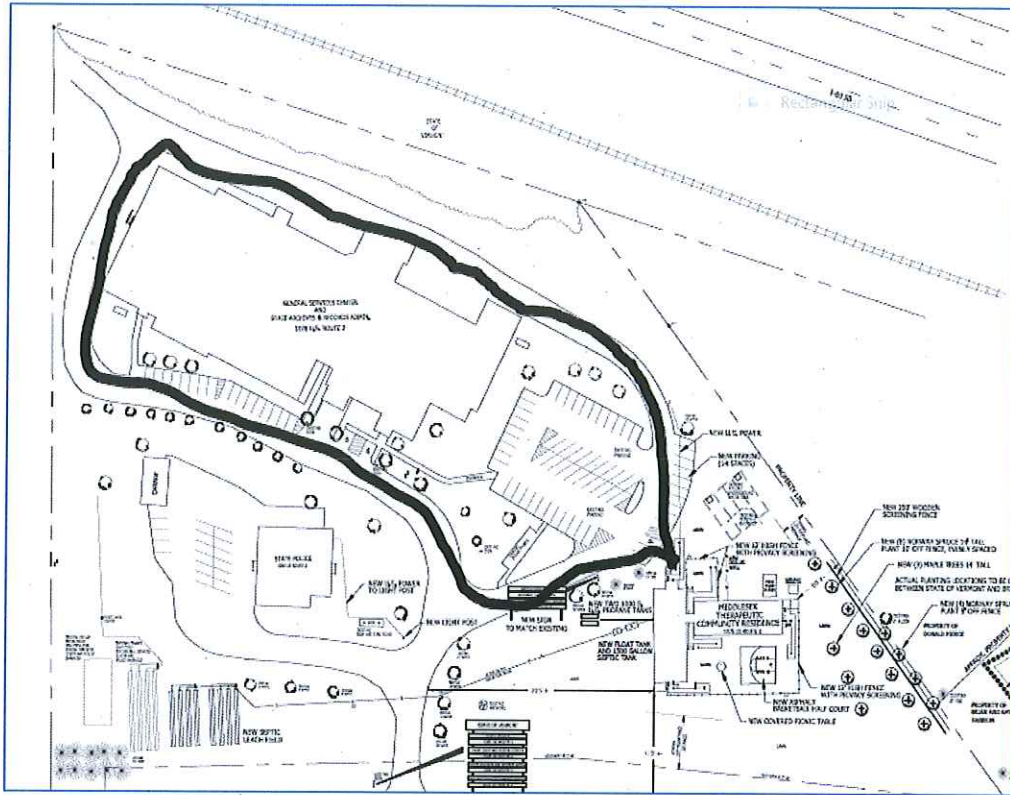
| STAFF | RESIDENT |
|-------|----------|
| 1 | 1 |
| 2 | 2-4 |
| 3 | 5-7 |

Staff to Resident Ratios for Supervised Group Community Outings

| STAFF | RESIDENT |
|-------|----------|
| 2 | 1-4 |
| 4 | 5-7 |

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Adjacent Property Map



*Black line indicates walking path

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|-------------------------------------|-----------------------|
| Approved by DMH Commissioner | Approval Date: |
| <i>Sean Keel</i> | 10/11/16 |