

# Vermont Psychiatric Care Hospital Procedure

## Admission Certification

Revised: X

Date: 04/07/14

- I. A physician shall evaluate each patient at the time of admission and document the assessment (certification) in the patient's medical record within 24 hours. If the physician is not a psychiatrist, the patient will be seen by a psychiatrist the next working day and the certificate will be reviewed.
- II. The certification shall be a comprehensive statement including a mental status exam and a general physical evaluation of the individual, and an initial physical examination pending a more detailed report.

### SECTIONS OF THE LAW RELATING TO ADMISSION CERTIFICATIONS

#### 1. WARRANT FOR IMMEDIATE EXAMINATION

Upon admission to a designated hospital, the person shall be immediately examined by a licensed physician. If the physician certifies that the person is a person in need of treatment, the person shall be held for an emergency examination. If the physician does not certify that the person is a person in need of treatment, the physician shall immediately discharge the person.

#### 2. EMERGENCY EXAMINATION

- a. When a person is admitted to a designated hospital, the person shall be examined and certified by a psychiatrist as soon as possible, but not later than one working day after admission.
- b. If the psychiatrist does not certify that the person is a person in need of treatment, the physician shall immediately discharge the person.
- c. If the psychiatrist does certify that the person is a person in need of treatment, the person's hospitalization may continue for an additional 72 hours, at which time hospitalization shall terminate, unless within that period:
  - 1) The person has been accepted for voluntary admission; or
  - 2) An application for involuntary treatment is filed.

#### 3. REVOCATION OF CONDITIONAL DISCHARGE

- a. Immediately upon the patient's return to the hospital, the patient shall be examined by a physician who shall orally explain to the patient the purpose of the examination and the reasons the patient was returned to the hospital.
- b. If the examining physician certifies in writing to the VPCH Chief Executive Officer that, in his or her opinion, the person is a person in need of treatment, setting forth the recent and relevant facts supporting this opinion, the revocation shall become effective and the patient shall be readmitted to the hospital. If the examining physician does not certify, the revocation shall be cancelled and the patient shall be returned to the place from which the patient was taken.

#### 4. REFUSAL TO ADMIT

Should the physician be unable to certify to the VPCH Chief Executive Officer that, in his or her opinion, the person is a person in need of treatment or hospitalization, the physician shall consult with the referring physician, and/or a clinic, explaining the reasons for refusal. Following these consultations, the physician shall complete form #NS-103.

#### **Guidance:**

All certifications and psychiatric assessments must contain a diagnosis. Diagnoses shall not be deferred.

Approved by	Signature	Date
Frank Reed, Commissioner of DMH		11/29/16