

**Title:**                **ADMISSION CRITERIA**

**Purpose:**            The process for admission to the Detox Unit is based on each patient's intake assessment, to assure that patients are admitted to the detox unit in a legal and appropriate manner.

**Responsibility:**   The Program Director/Charge Nurse/Designee

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## **Procedure**

### **Criteria, Intake Assessment, and Referrals**

#### **Criteria:**

- A)     Must be 18 years or older.
  - B)     Must be voluntary (Patient must be own person and not have a court appointed legal guardian).
  - C)     Must be substance dependent, requiring medical supervision throughout the detoxification process.
  - D)     Must be mentally stable (will not accept persons who are suicidal/homicidal)
    - No pink slip/involuntary status for the past 24 hours.
  - E)     Must be willing to follow all unit rules, and participate in treatment
  - F)     Must be willing to participate in outpatient treatment after discharge
  - G)     Must be ambulatory and able to provide own activities of daily living.
- \*Pregnant females will not be accepted

#### **Intake Assessment:**

- A)     Completed on all patients by a licensed healthcare worker
- B)     Completed prior to admission to determine if patient meets criteria

#### **Referrals: 3 types of Referrals**

- 1.     Self- Patient calls seeking treatment
  - A)     Staff completes intake assessment
  - B)     Staff determines if patient meets criteria, gives appropriate recommendation
  - C)     Staff verifies insurance and whether a pre-certification is required
  - D)     Staff schedules an admit date and time
- 2.     Agency- Agency calls on behalf of their client
  - A)     Staff completes a Mini Assessment form
  - B)     Staff requests faxed information
  - C)     Staff follows up with agency and patient to arrange complete assessment and /or admission date and time
- 3.     Non-professional- Family or friends call to get someone help.
  - A)     Staff gives information about our program
  - B)     Staff requests that the patient calls to complete intake assessment

Reviewed by: Kassa Casey

Approved: 8/2017

Reviewed: 4/2025

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Reviewed by Policy & Standard Committee, 10/2017, 10/2020

References: