Crisis residential services are intended to provide a short-term treatment alternative to inpatient psychiatric services for persons experiencing an acute psychiatric crisis. Services may only be used to avert a psychiatric admission, or to shorten the length of an inpatient stay. CRP services are designed to resolve the immediate crisis and improve the functioning level of the individuals to allow them to return to less intensive community living as soon as possible.

**CRP STAFF ASSESSMENT INTERVIEW**

Once referral packet is received and reviewed, CRP staff will schedule an in-person interview.

- For inpatient referrals, CRP staff will come to the hospital.
- For outpatient referrals, CRP staff will meet with the client at the CRP facility.

**ADDITIONAL DOCUMENTATION POST-INTERVIEW**

- Individual needs to arrive at the CRP with medication(s) in hand or CRP receives confirmation that medications will be delivered by a pharmacy.

**INPATIENT**

- Physicians Discharge Summary
- Include a rationale for any medication changes within 48 hours of transfer
- Discharge Orders (must be current and dated for actual day of discharge)
  1. Include orders for all medications (psychiatric and general medical)
  2. Include complete DSM V diagnosis
  3. Include any follow-up appointments scheduled in the community
  4. If special dietary restrictions, or other needs exist, please include in orders (i.e. Lactose-free diet)
  5. For persons diagnosed with diabetes:
     a. Order for finger sticks or order that finger sticks are not needed
     b. Sliding scale for insulin order, if appropriate
     c. Copy of blood sugar log for last 72 hours, if appropriate
- All medication and medical supplies must be present upon arrival to CRP, or confirmed by MHTC to be delivered by Broadway Pharmacy on the date of admission. Common medical supplies needed include:
  1. Glucometer
  2. Lancets
  3. Test Strips
  4. Bandages/Ointments
- Discharge Medications: All referrals to any Crisis Residential program from a licensed/secure inpatient psychiatric program must have discharge medication prescription sent either with client or called into pharmacy prior to client leaving facility.
  1. Psychotropic medications: Seven (7) days of medication(s). During the holidays, exceptions can be made on a case by case basis.
  2. All other medications: Thirty (30) days of medication(s).

**TRANSPORTATION & ENROLLMENT**

Once all medical records are received, client will be accepted for transfer and transportation arrangements can be made

Please fax the completed referral form, along with records, and LIC 602 form to Referral Fax Line: (916) 504-4362; Referral Phone Line: (916)912-0362