

 <p style="text-align: center;"><b>County of Sacramento</b>  <b>Department of Health Services</b>  <b>Division of Behavioral Health Services</b>  <b>Policy and Procedure</b></p>	Policy Issuer (Unit/Program)	BHS-CMH-YDF
	Policy Number	06-07
	Effective Date	10/2009
	Revision Date	07/2017
Title: Daily Unit Rounds		Functional Area: Clinical Care
Approved By:		
Matthew Quinley, LCSW Health Program Manager		Christopher Eldridge, LMFT Mental Health Program Coordinator

**Background/Context:**

Title 15, Section 1433 requires the Youth Detention Facility (YDF) health administrator, in cooperation with the facility administrator, develop policies and procedures to establish a daily routine for youth to convey requests for emergency and non-emergency medical, dental and behavioral/mental health care services. Youth shall be provided the opportunity to confidentially either through written or verbal communications request medical, dental or behavioral/mental health services. Provisions shall be made for youth who have language or literacy barriers. The YDF provides such access to mental health care for detained youth and follow-up by the Juvenile Justice Institutions Mental Health Team (JJIMHT).

**Definitions:**

Health Care: refers to medical, behavioral/mental health and dental services.

S-5 Classification: Probation maintains a classification system within the Youth Detention Facility. Classification is a process by which each youth detained at YDF is assigned a specific security and risk assessment based on objective criteria. The S-5 classification identifies youth with significant mental health or intellectual disabilities that may interfere with their ability to function within the facility.

S-3 Classification: Probation maintains a classification system within the Youth Detention Facility. Classification is a process by which each youth detained at YDF is assigned a specific security and risk assessment based on objective criteria. The S-3 classification/status identifies those youth who have an identified history of suicidal ideation, gestures or attempts.

**Purpose:**

The objective of this policy and procedure is to delineate the process by which JJIMHT members will ensure youth have unimpeded access to mental health services while detained in the YDF.

**Details:**

1. Daily Unit Rounds
  - A. Each living unit within the YDF have locked boxes and forms located within access to youth residing on the unit for the purpose of youth completing self-referrals for various services provided in the facility.
  - B. The JJIMHT Program Coordinator will assign a clinician to visit each living unit within the facility on a daily basis for the purpose of collecting mental health referrals completed by youth seeking mental health intervention.
  - C. The JJIMHT clinician shall check with youth supervision staff to elicit any requests for mental health services youth may have requested staff make on their behalf and for any youth observed that staff believe may benefit from mental health services.
  - D. The JJIMHT clinician will triage each youth requesting mental health services or referred by youth supervision staff to assess the acuity to ensure proper prioritization of referrals.
    - I. If the youth is unavailable for triage, the clinician shall place the referral in the urgent referral bin marked “unable to triage,” for triage within 24 hours.
    - II. Youth have the right to refuse mental health services and absent an emergency may decline an offer for mental health services.
2. Daily Unit Rounds List (DURL)
  - A. The JJIMHT Program Coordinator, or designee, generates a daily list of youth, by living unit, about which the JJIMHT has concern(s).
  - B. The list includes youth designated as S-3 High, S-3 Moderate, S-5, under the age of 12 years and other clinically significant concerns that arise during confinement.
  - C. The JJIMHT clinician conducting Daily Unit Rounds will check with youth supervision staff on the living units of identified youth in order to elicit information about the youth’s overall functioning, remind staff of the concern and educate staff about those youth with whom the staff need to be concerned.
  - D. The JJIMHT clinician completing the rounds will initial the DURL to indicate the rounds have been completed for each unit on which they have conducted rounds.

**Related Policies:**

BHS-CMH-YDF-02-01-Basic Rights of Detained Youth

BHS-CMH-YDF-02-03-Confidentiality

BHS-CMH-YDF-06-01-Mental Health Services Protocol

**Contact Information:**

Christopher Eldridge, LMFT, Mental Health Program Coordinator, (916)876-9339,  
[eldridgec@saccounty.net](mailto:eldridgec@saccounty.net)