

COUNTY OF HUMBOLDT  
DEPARTMENT OF HEALTH AND HUMAN SERVICES  
BEHAVIORAL HEALTH

POLICY NO. : 0704.871	POLICY TITLE: <b>ACCESS TO SERVICES FOR CLIENTS OUT OF COUNTY</b>	EFFECTIVE DATE: 3/27/1998
PROGRAM:	PERFORMANCE MANAGEMENT UNIT – QUALITY IMPROVEMENT	REVISION DATES:
AFFECTS:	ALL MENTAL HEALTH DEPARTMENTS, PUBLIC GUARDIAN AND ORGANIZATIONAL PROVIDERS	REVIEW DATES: 11/2/98;12/21/1999; 1/3/ 2001; 2/22/02; 9/20/04; 9/5/2008; 12/11/10;12/23/13; 1/14/14; 11/8/16; 10/22/19

**POLICY** Humboldt County Department of Health and Human Services - Behavioral Health (DHHS-BH) assures access to Specialty Mental Health Services for clients in need while located out of Humboldt County. Such access will be maintained for clients under age 21, including children in foster care and/or residential placement, adults who are visiting, living, or in residential placements out of County, and all clients who require urgent or emergency Specialty Mental Health services while out of County.

**DEFINITION(S)**

- PROCEDURE**
1. For Access for clients with urgent or emergency conditions, see policy and procedure [0100.602 Urgent Conditions – Request for Treatment](#) and policy and procedure [0100.601 Emergency Psychiatric Conditions – Request for Treatment](#).
  2. Access for children under age 21, non-emergency/non-urgent requests will be routed to Children and Family Services (C&FS) Access staff who will authorize services as appropriate.
  3. C&FS staff will refer to policy and procedure [0704.873 Authorization of Out-of-Plan Services for Foster Care, Aid to Adoptions and Kin-Gap Children](#).
  4. Access requests for adults who are in Residential Treatment, which come from the Public Guardian, local providers, clients, families, or clinical staff, will be routed to the Adult services Access staff who will authorize services as appropriate.
  5. Residential placement requests will be routed to Adult Outpatient Senior Program Manager or designee for review. Such requests may be forwarded to Adult Placement Team (SAFARI – Strategic Assistance for Adult Recovery Interventions) for approval.

**FORM(S)/ ATTACHMENTS** none

**REFERENCE** [CCR, title 9, chapter 11, sections 1830.220 and 1810.365](#)  
[W&IC section 14716](#)  
[DMH Information Notice No. 97-06, D, 4](#)  
[0100.602 Urgent Conditions – Request for Treatment](#)  
[0100.601 Emergency Psychiatric Conditions – Request for Treatment](#)  
[0704.873 Authorization of Out-of-Plan Services for Foster Care, Aid to Adoptions and Kin-Gap Children](#)