

GEORGIA DEPARTMENT OF CORRECTIONS Standard Operating Procedures		
Policy Name: Clearance for Transitional Programs		
Policy Number: 508.34	Effective Date: 4/10/2019	Page Number: 1 of 3
Authority: Commissioner	Originating Division: Health Services Division (Mental Health)	Access Listing: Level I: All Access

I. Introduction and Summary:

It is the policy of the Georgia Department of Corrections (GDC) that no offender will be denied access to a Transitional Center based only on the fact that the offender is on a mental health caseload. Each offender must meet the general GDC security criteria required of all offenders placed at a Transitional Center. The offender must also be able to actively participate in the Center program, to include maintaining paid employment, and adhere satisfactorily to the Center's rules and regulations.

II. Authority:

- A. Americans with Disabilities Act; and
- B. GDC Standard Operating Procedure (SOPs): 103.63 Americans with Disabilities Act (ADA), Title II Provisions, 215.01 Transitional Selection Criteria and Process, and 508.33 Transfer of Seriously Mentally Ill Offenders.

III. Definitions: None.

IV. Statement of Policy and Applicable Procedures:

- A. Inclusion:
 - 1. The selection of offenders for the Transitional Center program will be in accordance with GDC Facilities Division SOP 215.01.
 - 2. Prior to consideration for Transitional Center placement:
 - a. The MH offender must have continuously resided in general population for a minimum of three (3) months.
 - b. The mental status of the offender should be stable and the offender should have a MH classification of Level II. At a designated Transitional Center, the offender may also be considered if they have a MH classification of Level III. A careful screening for stability and readiness for the Transitional Center must be made by the State Mental Health Supervisor/designee.
 - c. If medications are needed, the offender should be well stabilized on the medication.
 - d. For assignment to a Transitional Center, offenders must meet the criteria in Section A (1-2). Center MH offenders will be assigned a general population

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counselor at the Center for counseling/case-management. Assigned medical staff at the Transitional Center will do medication administration and monitoring. Ordinarily, psychiatric services will be provided by the Georgia Department of Corrections - MH Unit in the Center's MH Catchment Area for the first 30 days, thereafter, the local Community Service Board of the Department of Human Resources will provide psychiatric services. In some cases, Georgia Department of Corrections may continue to provide mental health and/or psychiatric services for a longer period or the Community Service Board may begin providing services within less than 30 days. Such exceptions will be determined on a case-by-case basis.

B. Exclusions:

1. An offender who is designated MH Level IV or higher will not be considered for transfer to a Transitional Center.
2. No MH offender will be transferred to a Transitional Center who has had an incident of attempted suicide, self- mutilation, or assault within the past 12 months.
3. The prospective offender must not be considered dangerous to self or others.

C. Transfer Procedures for MH Offenders:

1. Prior to transfer to a Transitional Center, the assigned MH Counselor will contact the Assistant Superintendent or Superintendent at the Center to ensure continuity of care. The MH Counselor will prepare a brief summary of treatment in the MH Section of the Medical Record using Attachment 1, MH Transfer Summary (Form M80-01-01) from SOP 508.33, to include:
 - a. Current MH Diagnosis;
 - b. Current mental status;
 - c. Current medications;
 - d. Current Treatment Plan and summary of progress; and
 - e. Continuing MH Treatment needs.

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2. All other transfer procedures will be in accordance with SOP 215.02.

V. **Attachments:** None.

VI. **Record Retention of Forms Relevant to this Policy:** None.