

PROCEDURE FOR: PEC: Management of Patients Admitted on a Physician's Emergency Certificates

- POLICY:
1. Requirements on a PEC admission are:
 - a. must be signed by a physician licensed to practice in the State of CT.
 - b. The examination of the patient was completed no more than three days prior to the date of the certificate.
 - c. The date of the certificate is no more than three days prior to the date of admission.
 - d. The PEC must state that the patient is considered to be mentally ill, in need of immediate treatment, and either a danger to self or others, or gravely disabled.
 2. If any of these requirements of the PEC are not met, the patient will not be accepted for admission on a PEC.
 3. The patient's next-of-kin will be notified regarding any PEC admission.

REQUIRED DOCUMENTS: Physician's Emergency Certificate, State of Connecticut Formal Voluntary sign in form titled: Voluntary Admission Application MHCC-2, Patient's Rights Information Form, PEC Admission Checklist.

PROCEDURE:

- | <u>ACTION</u> | <u>POINTS OF EMPHASIS</u> |
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| 1. When a patient presents for admission under a PEC, the patient's status will be noted on the unit calendar as "PEC". Day 1 must coincide with <u>the date of the certificate.</u> | 3. Remember that the day of the admission may vary as much as 3 days from the date of the certificate. |
| 2. The examining physician should determine if the criteria for hospitalization under an emergency certificate are met.

a. If the criteria are met, the patient may remain hospitalized under the certificate for <u>up to 15 calendar (not business) days.</u> The patient should be examined on a daily basis to assess that criteria continue to be met.

b. If criteria are met, the admitting physician or other appropriate unit staff must notify the patient's next-of-kin of the admission. | a. If the patient requests to sign in on a Formal Voluntary status the physician must assess the patient. If the patient is assessed to be incompetent, the patient will not be allowed to sign-in on a Formal Voluntary.

b. Required by statute. The patient's consent is <u>not</u> required. |

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c. If criteria are met, the patient must be informed verbally and in writing, by the next business day, of his/her right to consult with an attorney and to request a probable cause hearing.

The admitting nurse will provide the patient with a written document outlining his/her rights. A signed form indicating that the patient has reviewed this information will be placed in the patient's chart.

d. If a patient admitted on a PEC requests a Probable Cause Hearing, the Procedure for Probable Cause Hearing Application must be initiated immediately, or on the next business day if the request is made on an evening/weekend or a holiday.

e. If after the initial evaluation of the patient (within 24 hours) the patient does not meet the criteria for detention under the PEC, the patient must be immediately discharged or offered formal voluntary status. If the assessment is being made by a non-licensed Resident or non-licensed On-call Physician, the physician making the assessment must contact a licensed back-up attending to discuss disposition.

f. If at any time during the 15-day period criteria for the certificate are no longer met, the patient must either be discharged or offered formal voluntary status. Prior to any change in status, if a patient is being assessed by a non-licensed Resident or non-licensed On-call Physician, a licensed Attending must be contacted. The patient's next-of-kin should be notified of any discharge, if the patient consents in writing.

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c. Required by statute. The patient's signature will be obtained on the PEC checklist to indicate that patient has reviewed this information.

f. In this situation, the State of CT DMH form for Voluntary Commitment Application is used to sign the patient in voluntarily. See copy of Voluntary Commitment Application Form MHCC-2 (attached).

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g. If a patient admitted under a PEC remains gravely disabled or a danger to self or others on the 15th day of the PEC, a formal voluntary application must be offered. A petition to commit the patient should be filed on the 15th day of the PEC (or two -three days prior if the PEC is due to expire on the weekend) to the Probate Court if the patient refuses to sign into the hospital on a formal voluntary basis. See copy of Voluntary commitment Application Form MHCC-2 (attached).

APPROVAL: Nursing Standards Committee

EFFECTIVE DATE: 12/95

REVISION DATES: 4/00, 10/00, reviewed 10/03; 6/06, 7/08