

**PROTOCOL FOR: Psychiatric Occupational Therapy Evaluation and Assessment**

- POLICY:**
1. All patients are assessed by OT Staff at some time during the first three visits at PHP/IOP unless transferred from JDH inpatient psychiatry unit.
  2. Patients transferred from an inpatient psychiatric unit at JDH will be re-evaluated within 90 days of the patient's admission.

**DESIRED PATIENT**

**OUTCOMES:** All PHP patients receive an individual OT assessment of functional abilities.

**CLINICAL  
ASSESSMENT AND**

- CARE:**
1. An appointment is made with the patient during the first three days he/she is in the program. Assessment usually takes one hour.
  2. Historical Data on patient's education and work history, ADL and self care skills, social and leisure involvement is obtained by interview.
  3. OT assessment data are reported at the treatment-planning meeting. OT personnel collaborate with other disciplines to develop a treatment plan, utilizing information obtained in the OT assessment.
  4. If the patient is transferred from the Inpatient Psychiatric Units at John Dempsey Hospital within 90 days of a completed evaluation, a re-admission evaluation will be completed.

- DOCUMENTATION:**
1. OT Assessment and Initial Evaluation form is completed on external admissions on the Multidisciplinary Database.
  2. For patients discharged from Inpatient Psychiatric Unit at JDH and admitted to JDH Partial Hospital Program, an OT Evaluation Review will be initiated and documented on the OT Re-Admission Evaluation Form.

**APPROVAL:** Nursing Standards Committee

**EFFECTIVE DATE:** 3/85

**REVISION DATES:** 1/86, 1/87, 1/88, 11/88, 5/89, 9/89, 9/90, 9/91, 1/95, 11/97, 3/99, 2/00, 9/02, 5/03, 5/07, 10/08, 11/08