

SUSPENSION OF SERVICES

POLICY

(Ref. 10 CCR 2505-10 8.604.3)

Metro Support Services, Inc. (MSS) will ensure just and equitable procedures for the suspension of services and support for individuals receiving services.

Individuals may be temporarily suspended from a residential or vocational program if, in the opinion of the Executive Director, or his/her designee, there is a serious physical threat to the health and safety of the individual or others, and that temporary suspension is necessary to protect the health or safety of the individual receiving services and other persons. Any suspension of services will be documented in an incident report.

Suspension is considered temporary in nature and will not be used to effect a termination of services. No individual will be suspended if such suspension places the individual at risk of delay of immediate reinstatement of services at the time the complaint is resolved or the appeal decided.

MSS will initiate a contingency plan to address the safety of the individual and others in the community during the suspension period. MSS is responsible for the provision of modified services, possibly in an alternative setting, and the continued habilitation, training and planning to facilitate the individual's return to the original services, if appropriate.

When suspension is used, MSS will fully document the reasons for the suspension in the record of the individual. The documentation will include provisions for resumption of original services and the steps to be taken to facilitate that resumption.

Suspension for any reason, other than health and safety, is considered a restrictive procedure and will be authorized by the interdisciplinary team (IDT) prior to its use either as part of a safety control procedure or as an Individual Service and Support Plan (ISSP).

MSS will try other forms of behavioral intervention prior to the use of suspension; the results will be documented in the individual's file. The IDT determines what actions result in suspension, the time frame, the impact on the life of the individual, and what services will be offered in an alternative setting. The IDT develops a contingency plan addressing the safety of the individual and others in the community during the suspension period.

The planned use of suspension will be reviewed and approved by the Human Rights Committee (HRC). Suspension, as a planned response to an exhibited behavior, will meet the requirements of Developmental Disabilities Services and North Metro Community Services.