


STATE OF MARYLAND
DEPARTMENT OF PUBLIC SAFETY AND CORRECTIONAL SERVICES

 DEPARTMENT OF PUBLIC SAFETY AND CORRECTIONAL SERVICES DIRECTIVE	PROGRAM: MENTAL HEALTH SERVICES
	DPSCSD #: 124-425
	TITLE: Individual Treatment Plans
	ISSUED: December 20, 2000
	CLINICAL AUTHORITY: ASST. DIRECTOR
	AUTHORITY: DIRECTOR
	APPROVED: DEPUTY SECRETARY

- I. REFERENCES:
- A. DPSCSDs 124-003; 124-150, 124-300, 124-350
 - B. ACA Standard 3-4355
 - C. COMAR 10.21.03
- II. PURPOSE: To establish the parameters for the development of individual treatment plans.
- III. PROCEDURE:
- A. All documentation of mental health contacts shall contain an intervention plan.
 - B. If individual or group intervention/therapy continues beyond the fourth session within a two-month period of time, the mental health provider shall develop an Individual Treatment Plan (ITP) (DPSCS Form 124-425aR). This treatment plan shall be maintained in the mental health record in accordance with DPSCSD 124-300.
 - C. The individual treatment plan shall contain the following information:
 - 1. Demographic and commitment information;
 - 2. Diagnosis;
 - 3. Psychiatric history;
 - 4. Risk Assessment;
 - 5. Problem list and treatment goals.
 - D. The inmate's signature shall be obtained by the primary clinician. If the inmate refuses to sign, the clinician shall note his refusal and initial the note. Refusal by the inmate to sign the treatment plan does not constitute refusal of treatment.

1. If the inmate has signed an Informed Consent form pursuant to DPSCSD 124-150 consenting to treatment, then the treatment contained in the ITP can proceed despite the inmate's refusal to sign the ITP.
 2. If the mental health file does not contain a signed Informed Consent form, one should be obtained prior to treatment.
- E. If the inmate is to be seen only on an as-requested (PRN) basis, this shall be noted on the ITP.
1. If an inmate is seen PRN, treatment goals may be specified as "ongoing."
 2. The review date for a PRN plan may be extended to one year.
- F. The individual treatment plan shall be reviewed and updated after every 12 sessions or annually, whichever occurs first.
- G. When an inmate in treatment approaches transfer or release, the individual treatment plan shall be converted to an aftercare plan and submitted with a referral to the appropriate agency or receiving psychologist.
- H. Aftercare plans shall be developed in accordance with DPSCSD 126-500.
- IV. ATTACHMENT: Individual Treatment Plan (DPSCS Form 124-425aR) (Rev.10/00)
- V. SUPERSEDES: DCD 124-425, dated December 15, 1994

Distribution:

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C
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Signature: _____
 Clinician Date Licensed Psychologist Date _____ Inmate Date