

TRUMBULL COUNTY OUTPATIENT CIVIL COMMITMENT (OPC) FORMS

The following is information/instructions regarding Outpatient Civil Commitment and the forms that need to be completed for Probate Court:

- I. Clients placed on OPC during hospitalization will meet **face-to-face** with the designated treatment provider **within 3 court days of hospital discharge**, at which time the agency will **complete the Status Report Update**.
- II. All clients on OPC need to have an **ISP completed within 30 days of hospital discharge**.
- III. Outpatient Civil Commitment **Status Report Update**
 - A) Status Report Updates for individuals on **90 Day OPC** need to be completed every 30 days from the hearing date
 - B) Status Report Updates for individuals on **2 Year OPC** need to be completed quarterly after the hearing date
- IV. **Civil Commitment Termination Review (CCTR)**
 - A) The provider is to complete the Civil Commitment Termination Review **2 weeks prior** to the individual's OPC expiration date.

Above forms to be forward to the TCMHRB either by:

- 1) placing on secure web portal; provider to notify Board designee (Ilona Roth-Cohn) of location, or
 - 2) faxing to Board designee at 330-675-2772 c/o Ilona Roth-Cohn
 - 3) secure email to Board designee at irothcohn@trumbullmhrb.org
- B) If the individual meets clinical criteria for an application for continuation of outpatient commitment to be filed (and a hearing to be scheduled*), the following documentation needs to be provided **at least three (3) weeks** prior to the expiration date of the OPC to the Board Attorney, Brendan Keating**:
- 1) Treating Physician Report
 - 2) Initial ISP and any updates
 - 3) Diagnostic Assessment and any updates that may have occurred
 - 4) Risk Assessment
 - 5) Medication Record
 - 6) Last 3 or 4 physician notes
 - 7) Community Crisis Plan (if one has been developed)
 - 8) If any hospitalizations have occurred in the interim, the Health & Physical report
- C) The provider is to forward the same information to the respondent's identified attorney as is submitted to the Board Attorney.

*Trumbull County Probate Court requires a psychiatrist or psychologist at the hearing. Testimony from a Nurse Practitioner is not accepted.

**Atty. Brendan Keating

Fax: 330-395-3831

Phone: 330-393-1584

OPC STATUS REPORT UPDATE

(Checkmark the type of report below)

- Face to Face Assessment completed within 3 days of discharge from hospital
and
- Complete every 30 days for individuals on 90 Day OPC **or**
- Complete quarterly for individuals on a 2 Year OPC

Client Name:

Date of report:

Agency:

Provider name:

Date(s) of Services provided and frequency:

Client response to services:

PROVIDER SIGNATURE: _____ DATE: _____

SUPERVISOR SIGNATURE: _____ DATE: _____

AGENCY NAME, ADDRESS AND PHONE NUMBER: