

# **THE COUNSELING SOURCE, INC.**

## **POLICY AND PROCEDURE**

TITLE: Assessment

POLICY:

A Diagnostic Assessment is performed with the client, and other appropriate persons with the documented permission of the client, to gather sufficient information in order to properly assess the client's mental health and/or AOD needs, including the need for continued treatment to be conducted under the guidelines of an Individualized Service Plan.

The Diagnostic Assessment for a client participating in Counseling services, the Community Support Program, or Pharmacological Management will include information about the client's:

Presenting Problems

Urgent needs, including suicide risk with severity of suicide intent and precautions initiated

Personal Strengths

Individualized Needs

Abilities and/or Interests

Preferences

Previous Behavioral Health Services, including diagnostic and treatment information, and efficacy of current or previously used medication

Physical Health History, including current medical needs

Diagnosis(es)

Co-occurring disabilities and/or disorders

Mental Status

Current level of functioning

Pertinent current and historical life situation information including age, gender, employment history, legal involvement, family history, history of abuse, neglect, and violence, relationships including natural supports

Issues important to the person served

Use of alcohol, tobacco, other drugs

Need for, and availability of, social supports

Risk-taking behaviors

Level of educational functioning

Advanced Directives

Medication use profile

Medication allergies or adverse reactions to medications

Adjustment to disabilities and/or disorders

Interpretive Summary including recommendations that are based on the assessment data, and identifies any co-occurring disabilities and how they will be addressed in the development of the individual plan

PROCEDURE:

The Diagnostic Assessment will be conducted prior to the initiation of individualized mental health services and within thirty days from client's admission to the program.

A Diagnostic Assessment report with the appropriate information will be available within fifty days from client's admission to the program.

REFERENCED STANDARDS AND REGULATIONS:

Ohio Department of Mental Health

CARF Behavioral Health Standards Manual

EFFECTIVE DATE: 5/20/2005

REVIEWED: February 2018