

## **BHU Legal Paperwork “Abbreviated summary:”**

**9.13** (OMH form 472) paperwork is ONLY for voluntary patients REQUESTING/ Consenting to admission that are not acutely suicidal with a plan/intent.

**9.27** (OMH form 471) paperwork- “2 PC” - are for MEDICAL patients that are being transferred to BHU, and are NOT VOLUNTARY. These patients must have 2 MDs/DOs deem that they need to be admitted to BHU, but they cannot be physically moved to BHU until the PSYCHIATRIST can actually lay eyes on them. These patients will not even stop in ER.

**9.37** (OMH form 475) paperwork is only for DCS (Director of Community Services) patients/ “Transfers.” These patients will come through the ER as direct admissions just to have paperwork signed, or may require a psychiatric evaluation at OGH. These patients could come directly to the floor, if patient has already been accepted to the BHU prior to OGH arrival. They could also receive their evaluation in the ED, and would then be either admitted or discharged accordingly.

**9.39** (OMH form 474) paperwork is ONLY for a NON-Voluntary admission, and must list specific signs and symptoms (not the diagnosis) making BHU admission NECESSARY. These patients would come directly from the ED to BHU and would be a serious threat to self or others if they were to be released.

## **Special Hints related to Olean General Hospital Behavioral Health patients:**

- 1) Check out the New York State Office of Mental Health website for original legal paperwork: <https://omh.ny.gov/omhweb/forensic/manual/html/chapter7.htm>
- 2) New York State Hospitals can only take transfers from other New York State Hospitals. Legal paperwork is different in other states.
- 3) Patients cannot and will not be accepted unless legal paperwork is completed fully and accurately. Please feel free to call Olean General Hospital for guidance, if necessary.
- 4) Medical and psychiatric records from the patient visit would need to be sent to OGH BHU for presentation to the psychiatrist. No patient can come from another facility or unit if they are not accepted prior.
- 5) Olean General Hospital cannot initiate police or ambulance pickup orders for involuntary psychiatric evaluations. This would need to be done through your local Director of Community Services.
- 6) Olean General Hospital does not provide outpatient counseling or provide any medication refills. We do make every attempt to connect patients with counseling services on an outpatient basis, if agreeable.
- 7) Olean General Hospital has inpatient adult psychiatric services. We do not currently specialize in pediatric or geriatric inpatient psychiatric services. These patients would receive evaluation and transfer, if necessary.