



EMERGENCY HOSPITALIZATION PROTOCOL

- 1) If a resident exhibits behaviors that are clearly a danger to themselves or others, please call the office during normal business hours and **1-248-217-0544 after hours.**
- 2) Please have prepared basic information regarding the resident available at the time you call.
This information includes:
 - DOB and appropriate demographic information
 - Description of current psychiatric symptoms and behavioral disturbances
 - Insurance information
 - List of medications and diagnosis
 - Guardian/Responsible party information
- 3) Your report of the resident's acute episode will be triaged by an SWGM clinician at the time of your call.
- 4) Should it be determined that the resident is not appropriate for hospitalization, arrangements will be made to send a SWGM clinician to your facility as soon as possible or within 24 hours to make necessary medication/treatment recommendations to help stabilize the resident on-site.
- 5) If the resident is appropriate for hospitalization, our staff will contact Psychiatric Intake at the hospital and provide the initial necessary resident information. The facility then will be advised as to which hospital the resident is to be transferred and instructed to call an ambulance to have the resident transported to that hospital's ER. At Botsford Hospital, the ER physician will clear the resident medically and complete the first Certification. If Botsford's Geropsychiatric Unit unit is full and the resident is sent for admission to a different hospital, the first Certification must be done at the nursing home by the Primary Care Physician, Medical Director, Psychiatrist or Psychologist.
- 6) If the Primary Care Physician or Medical Director is not available, SWGM will have one of our Psychiatrists or Psychologists complete the certification.
- 7) The facility **must** complete the Petition.
- 8) The Petition and Certification must accompany the resident to the hospital.