

1 Department of Human Services

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3 Adopted Permanent Rules Relating to Chemical Dependency Programs

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5 Rules as Adopted

6 9530.4230 PROGRAM EVALUATION.

7 [For text of subpart 1, see M.R.]

8 Subp. 2. Follow-up data for Category II, III, and IV  
9 programs. The license holder of a Category II, III, or IV  
10 program shall obtain follow-up data after a client discontinues  
11 the program for clients discharged before January 1, 1993,  
12 regardless of the client's discharge status. The data must be  
13 collected on either a six month or 12 month basis. The data  
14 must be collected from 100 percent of the discharged clients or  
15 100 clients, whichever is less. The clients must be selected  
16 proportionately from clients who complete the program and  
17 clients who do not complete the program.

18 Documentation of at least two efforts to locate a client  
19 for follow-up shall be made on each client until 100 clients  
20 have been contacted or until attempts have been made on 100  
21 percent. Follow-up contacts should ascertain, for each client:

22 [For text of items A to F, see M.R.]

23 [For text of subps 3 and 4, see M.R.]

24 9530.6300 ADMINISTRATION AND MANAGEMENT.

25 Every outpatient treatment program shall have written  
26 administrative and management policies governing the  
27 administration and supervision of the operations, the program,  
28 and the duration of the program. Such documentation shall  
29 include:

30 [For text of items A and B, see M.R.]

31 C. Policies and criteria for admission and discharge,  
32 including a definition of when a client is considered active in  
33 the program. The admission procedure shall include:

34 [For text of subitem (1), see M.R.]

35 (2) A procedure for determining the necessity of

1 a medical evaluation, which is developed in conjunction with a  
2 physician, nurse practitioner, or registered nurse. Procedures  
3 for determining the necessity of the psychological evaluation  
4 shall be developed in conjunction with the consultant required  
5 under part 9530.6000, subpart 2.

6 [For text of subitem (3), see M.R.]

7 [For text of items D to H, see M.R.]

8 I. An individual record for each client of the  
9 program which includes:

10 [For text of subitems (1) to (6), see M.R.]

11 (7) Documentation, signed by the client, that the  
12 client has received a copy of the program rules and the client's  
13 rights and responsibilities while participating in the program.

14 [For text of subitems (8) and (9), see M.R.]

15 J. Follow-up data, obtained within three to six  
16 months after the client discontinues the program (those who are  
17 either discharged at completion of the program, and those who  
18 leave the program before completion), shall be collected from no  
19 less than 50 clients drawn randomly, or 100 percent of the  
20 discontinued clients, whichever number is less, served in the 12  
21 months since issuance or last renewal of the license and  
22 discharged before January 1, 1993. Documentation of efforts to  
23 locate clients for follow-up shall be made on a client by client  
24 basis. Follow-up contacts should ascertain, for each client:

25 [For text of subitems (1) to (4), see M.R.]

26 [For text of items K to N, see M.R.]

27 O. A description of the methods by which clients'  
28 legal, civil, and human rights will be protected. This shall  
29 include the procedures for handling complaints and grievances by  
30 clients, their relatives, and/or guardians. A written copy of  
31 such rights and procedures shall be given to each client  
32 entering the program and posted in a prominent place.

33 The program shall have a written statement of its policies  
34 and practices for handling cases of neglect and abuse of its  
35 clients.

36 The risks associated with the use of any therapeutic

1 procedures shall be fully explained to the client in terms the  
2 client can understand.

3 9530.7030 ELIGIBLE VENDOR'S DUTY TO PARTICIPATE IN A CLIENT  
4 INFORMATION SYSTEM.

5 [For text of subpart 1, see M.R.]

6 Subp. 2. Criteria for approval of a client information  
7 system. The commissioner shall approve a vendor's participation  
8 in a client information system other than DAANES if the system  
9 collects and maintains the data identified in items A to F. The  
10 information system must collect the data identified in items B,  
11 C, D, E, and G, on either a six month or 12 month basis.

12 [For text of items A to F, see M.R.]

13 G. six or 12 month follow-up information on clients  
14 discharged before January 1, 1993, including longest period of  
15 abstinence from all chemical use; which chemicals were used, if  
16 any, following discharge; hospital admissions that occurred  
17 following discharge; arrests, convictions, and incarcerations  
18 that occurred following discharge; employment status, and work  
19 or school problems associated with chemical use that occurred  
20 following discharge; and admissions to detoxification or  
21 chemical dependency treatment programs that occurred following  
22 discharge.

23 [For text of subps 3 and 4, see M.R.]