



Mission Street Sobering Center

a program of Horizon Services, Inc.

POLICIES AND PROCEDURES MANUAL

Procedure: Santa Clara Valley Medical Center Emergency Department – Eligibility and Referral

Policy/Procedure #: 105

Section: MSSC Policies and Procedures

Filename: /Procedures/Admission Criteria

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Eligibility Criteria and Referral Policy and Procedure from SCC VMC - ED

ADMISSION ASSESSMENT AND REFERRAL PROCESS

It is the goal of Mission Street Sobering Center to prioritize and expedite referrals from SCVMC - ED and to ensure a timely, responsive referral process takes place. An initial screening will be done to determine appropriateness of individuals. This screening will be done over the telephone.

Eligibility Criteria:

- a. Individual is currently clinically intoxicated.
- b. Individual must be an adult (18 years of age or older)
- c. Individual has not been previously convicted of a sexual-related crime or arson.
- d. Individual must be physically able to walk, and use the restroom and shower facilities without assistance.
- e. Individual must be physically able to transfer self from wheelchair to chair and wheelchair to restroom and shower without assistance.
- f. Individual does not require daily nursing care.
- g. Individual does not have an active serious medical condition (SMC) that requires hospitalization (Including Delirium Tremors).
- h. Individual is not currently combative or physically violent.
- i. Individual is not currently a danger to self or others.

Criteria for admission:

1. SCVMC – ED staff shall evaluate individuals for the following medical conditions which MSSC is not staffed to handle.
 - a. Medical conditions for which MSSC are required to make immediate emergency room referral include but are not limited to:
 - 1) Systolic blood pressure >180 and/or diastolic blood pressure >100 on two separate readings at least 15 minutes apart.
 - 2) Dehydration severe enough to cause orthostatic BP changes of over 20 points when it occurs with persistent vomiting or inability of the participant to orally replace fluid.
 - 3) Chest pain.
 - 4) Respiratory distress.
 - 5) Abdominal pain.
 - 6) Significantly depressed level of consciousness.



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- 7) Vomiting of blood.
 - 8) Seizures in the past several hours.
 - 9) Possible fractures.
 - 10) Lacerations that require suturing.
 - 11) Head injuries except for minor face injuries.
 - 12) Known active untreated tuberculosis.
 - 13) Mental status examination that demonstrates the participant will not be able to cooperate with treatment or presents a danger to other participants.
 - 14) Assessment of suicidality demonstrates the individual will be a danger to self while at the sobering center.
2. If there are any questions or concerns about whether or not an individual is appropriate for referral to MSSC staff at SCVMC – ED/MSSC will need to contact Dr. Leinen. @ 925-708-7272.

Referral Process:

1. The individual must want to participate in services provided at MSSC (Voluntary)
2. SCVMC-ED to call MSSC at 408-648-4411 to see if a chair is available
3. Answer MSSC staff questions to assure that the individual is appropriate for MSSC services
4. If individual is appropriate, arrangements for transportation to MSSC will be made. Although MSSC has a van for transporting individuals to MSSC it is not handicap acceptable and there may also be times when MSSC staff will not be able to provide transportation. In such cases it will be the responsibility of SCVMC-ED to arrange transportation to MSSC.
5. SCVMC-ED to get individual ready for transport which includes:
 - a. Medications
 - b. Discharge paperwork – Medical Clearance (AVS)
 - c. Appropriately clothed – No Hospital Gowns or Bare Feet

Warm Handoff:

1. Upon arrival if Health Tech determines individual does not meet the Eligibility Criteria or Admission Criteria s/he will discuss with SCVMC-ED as to why the individual does not meet MSSC admission criteria and complete necessary report.
2. If patient is deemed unstable they will be returned to SCVC-ED via appropriate transport.