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| SOCIAL SERVICES | | | | NO. 252 | |
| POLICY:  The social services needs of the patient will be met as fully as possible by the Department of Social Services.  Those patients needing professional intervention will be referred directly to the responsible agency.  The facility's interpretation of Social Services is an intervention therapy arranging for services that the individual in unable to provide for himself.  Referral by designated staff member is made to the appropriate professional agencies that deal with such problems as mental health, crisis counseling, financial services, etc.  The Director of Nurses shall be responsible for assisting in the determination the need for professional social care intervention. The Social Service Department shall be responsible for referral to the appropriate agency.  PROCEDURE:  Upon identification of a need for social services referral, the following procedure will be followed:  1. Call the appropriate person and/or agency via telephone.  2. Make appointment and/or arrangements for patient to be seen by the person/agency.  3. Arrange for transportation if necessary.  4. Request written evidence of completed referral for patient’s record.  5. Do follow-up to written referral in individual service plan.  See Department of Social Services Manual. | | | | | |
| Approved: | Effective Date: | Revision Date: | Change No.: | | Page:  1 of 1 |