

POLICY MANUAL

Subject: Personal Items

Effective Date: 2/1/94

Initiated By: Cinde Stewart
QI Coordinator

Approved By: James B. Moore
Chief Executive Officer

Review Dates: 2/95 CSF, 2/97 CSF
11/99 CSF, 12/02 CSF, 02/09 DNF, 05/09 BLA
01/12 Committee, 10/12 PP, 2/14 Committee

Revision Dates: 01/10 Committee

POLICY:

Cumberland Heights does not prohibit the possession of items of significant value, or gifts unless this is detrimental to the treatment process or the safety/welfare/rights of the patient population.

PROCEDURE:

1. Upon admission, patients and family members/significant others are informed about what items are permissible while an individual is in treatment.
2. Patients and family members/significant others are advised prior to or at the time of admission that large sums of money and/or items of value to the patient should not be brought or kept on Cumberland Heights premises and that Cumberland Heights is not responsible for items lost or stolen while the individual is in treatment should he/she choose to keep such items. Should a patient insist on keeping such items, staff shall inform the patient that a safe is available in the business office and encourage him/her to keep such items in the safe.
3. Patients are permitted to display personal items in their rooms when deemed appropriate by clinical staff.
4. Patients are allowed to receive gifts/packages while in treatment. If families/significant others bring gifts/packages to a patient, the gift and/or package shall be left at the reception desk for adult patients or taken to the medical department for youth patients. For safety reasons, clinical staff members will search the package. Prohibited items will be removed and secured in the Security Department.
5. If a patient brings or receives electrical appliances of any kind, a maintenance or security staff member is to check the item to ensure the device is in good working condition and that safety standards are met. (NOTE: Electric heaters are prohibited in residential settings, i.e. patient rooms)