

VIRGINIA DEPARTMENT OF BEHAVIORAL HEALTH AND DEVELOPMENTAL SERVICES COMMUNITY SECLUSION AND RESTRAINT REPORTING FORM REQUIREMENTS

The Code of Virginia section 37.2-400.D requires that anyone licensed, funded or operated by the Department of Behavioral Health and Developmental Services (DBHDS) must submit their yearly seclusion and restraint data to DBHDS on the attached Community Seclusion and Restraint reporting form. Do not send the information using any other form or report unless what you submit meets the requirements set forth in this document, otherwise your information will be returned. The report is due on January 15.

In the first column, date initiated, you must enter the date of the seclusion or restraint began. The date Initiated is the date the individual was placed in seclusion or restraint. This must be noted as month and day and the dates must start with the month of January, 2012 on the form and end with and end with the month of December, 2012 on the form.

In the second column, enter the type of procedure, seclusion or restraint. The following are definitions from the Human Rights Regulations. These definitions must be used to determine if what you are entering is seclusion or restraint.

"Seclusion" means the involuntary placement of an individual alone in an area secured by a door that is locked or held shut by a staff person, by physically blocking the door, or by another physical or verbal means, so that the individual cannot leave it.

"Restraint" means the use of a mechanical device, medication, physical intervention, or hands-on hold to prevent an individual from moving his body to engage in a behavior that places him or others at imminent risk. There are three kinds of restraints:

1. Mechanical restraint means the use of a mechanical device (i.e., leather cuffs, soft cuffs, restraint chair) that cannot be removed by the individual to restrict the freedom of movement or functioning of a limb or a portion of an individual's body when that behavior places him or others at imminent risk.
2. Pharmacological restraint means the use of a medication that is administered involuntarily for the emergency control of an individual's behavior when that individual's behavior places him or others at imminent risk and the administered medication is not a standard treatment for the individual's medical or psychiatric condition.
3. Physical restraint, also referred to as a manual hold, means the use of a physical intervention or hands-on hold to prevent an individual from moving his body when that individual's behavior places him or others at imminent risk.

In the third column, rationale, enter the rationale for the restraint. The following is definitions to use when entering this data.

1. "Restraints for behavioral purposes" means using a physical hold, medication or a mechanical device to control behavior or involuntarily restrict the freedom of movement of an individual in an instance when all of the following conditions are met: (i) there is an emergency, (ii) nonphysical interventions are not viable, and (iii) safety issues require an immediate response.
2. "Restraints for medical purposes" means using a physical hold, medication or a mechanical device to limit the mobility of an individual for medical, diagnostic, or surgical purposes, such as routine dental care of radiological procedures and related postprocedure care processes, when use of the restraint is not he accepted clinical practice for treating the individual's condition.
3. "Restraints for protective purposes" means using a mechanical device to compensated for a physical or cognitive deficit when the individual does not have the option to remove the device. The device may limit an individual's movement, for example, bed rails or a gerichair, and prevent possible harm to the individual or it may create a passive barrier, such as a helmet to protect the individual.

In the fourth column, duration, enter the duration of the seclusion or restraint. Duration for a behavioral restraint refers to the time the individual was placed in restraints until the terminal release time. The terminal release time is the time the individual is released from seclusion and restraint and is not placed back in the restriction under the same order/authorization and no continuation order/authorization for the procedure is given. The time should be noted in minutes. Any time less than a minute should be entered as a minute and all other times should be rounded to the closet minute. Do not enter fractions of a minute or seconds. Duration of a restraint for medical and protective purposes is calculated as the length of the order for the restraint. In these instances, the times should be noted in minutes, days, weeks or months.

Please note the name of the person who completed the form and a daytime number to reach them if there are any questions.