



## Transporting At Risk Mental Health Clients Procedure

Procedure Number  
WCDHB-MHS-0027

Version Nos:  
**4**

### 1. Purpose

This Procedure outlines the process for the transporting of “At Risk” West Coast District Health Board (WCDHB) Mental Health Service (MHS) patients in a safe and appropriate manner.

### 2. Application

This Procedure is to be followed by all WCDHB MHS staff members.

### 3. Definitions

For the purposes of this Procedure:

*At Risk* is taken to mean those patients who may be either:

- suicidal; or
- pose a threat to others; or
- incapable of caring for themselves (including alcohol and drug affected patients).

### 4. Staff Authorised To Perform Procedure

This Procedure shall be performed by a:

- i) Duly Authorised Officer (DAO); and
- ii) WCDHB MHS staff members.

### 5. Resources Required

This Procedure requires:

- i) WCDHB MHS Risk Assessment Form
- ii) 122B Form (*Use of Force*)
- iii) WCDHB MHS Incident Form (where police are involved)

### 6. Process

- 1.00 Determination of the risk level of a patient is to be undertaken using a WCDHB MHS Risk Assessment Form.
- 1.01 If the risk assessment shows that the patient is “At Risk” and the patient is under a “Notice To Attend For Compulsory Assessment and Treatment” (as per Section 9, Mental Health (Compulsory Assessment and Treatment) Act), then the escort is to include a Duly Authorised Officer (DAO) and Police (if deemed necessary).
- 1.02 If the risk assessment shows that the patient is “At Risk” and the patient is not under the Mental Health (Compulsory Assessment and Treatment) Act, then they are to be escorted by a qualified mental health professionals. Seating arrangements should provide for the least intrusive but greatest degree of safety for the client and staff. Family/whanau members may also accompany the client at the discretion of the attending staff. The staff members are to have completed calming and restraint training.



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- 1.03 When transporting “At Risk” patients, the doors to the vehicle are to be locked, with the child-proof locks also activated.
- 1.04 The requirements of the WCDHB Inter-Facilities Transfer of Patients Procedure are also to be followed when transporting the “At-Risk” patient between WCDHB Facilities, or between a WCDHB Facility and the Facility of another organisation.

### 7. Precautions And Considerations

- ➔ “At-Risk” patient who are under the Mental Health Act are to be escorted by a DAO and the Police
- ➔ “At-Risk” patient who are not under the Mental Health Act are to be escorted by a minimum of three WCDHB MHS staff members, who have preferably completed calming and restraint training.
- ➔ When transporting “At Risk” patients, the doors to the vehicle are to be locked, with the child-proof locks also activated.

### 8. References

Health & Disability Sector Standards NZS 8134:2008

### 9. Related Documents

WCDHB MHS SPFs, Policies and Procedures

WCDHB Inter-Facilities Transfer of Patients Procedure

<b>Revision History</b>	<b>Version:</b>	4
	<b>Developed By:</b>	Alvin Olsen
	<b>Authorised By:</b>	General Manager – Mental Health
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