



WCDHB Rata AOD Service Provision Framework Planned Detoxification Process

Version

1

Process	Tasks/Standards	Who	Forms
Referral received 	<ul style="list-style-type: none"> • Data entered into referral book • Discussed at AOD MDT meeting as appropriate • Appointment card /brochure posted to client / or telephoned as appropriate • Referrer notified of appointment 	Keyworker/ clinician Secretary/ admin	-Brochure Appointment card -File
	<ul style="list-style-type: none"> • Referral given to admin to enter into isoft, print registration form, access previous file or make up new file. • File placed in file room ready for first appointment 		
	<ul style="list-style-type: none"> • Record in clinical notes and record as DNA in iSoft • Contact person by telephone and/or send letter inviting them to attend another appointment (3 opportunities). Discuss at MDT • Notify referrer 	Keyworker/ clinician	
Assessment and referral (Morice or Kennedy; PACT)	<ul style="list-style-type: none"> • Detoxification assessment completed • Referral for detoxification made to appropriate venue • Follow through recovery plan developed and/or referral to residential treatment made • If home/social detox indicated, check support systems 		Detoxification assessment form/ recovery plan Referral to service (Kennedy/ Morice Ward)
If Morice Ward	<ul style="list-style-type: none"> • Appointment with MO • Contact charge nurse and negotiate date for detox • Visit daily whilst hospitalised • Follow through with treatment/care plan when discharged • Discharge appointment with MO 		