

**WAC 388-101D-0540 Crisis diversion bed services—Client records.**

(1) Crisis diversion bed services providers must maintain a record for each client admitted to the crisis diversion bed.

(2) The client record must include the following information when available:

- (a) Basic demographic information;
- (b) Referral process and intake information;
- (c) Medication records;
- (d) Psychiatric records;
- (e) Crisis diversion bed services provider notes;
- (f) The crisis services treatment plan;
- (g) Cross systems crisis plan;
- (h) Disposition at the client's discharge;
- (i) Dates of admission and discharge;
- (j) Incident reports;
- (k) Copies of legal representative and guardianship papers;
- (l) Health records including the name, address, and telephone number of the client's:
  - (i) Physician;
  - (ii) Dentist;
  - (iii) Mental health service provider; and
  - (iv) Any other health care service providers.
- (m) Health care service providers' instructions, if any, about health care tasks and date of next appointment;
- (n) Written documentation that the health care service providers' instructions have been followed; and
- (o) A record of known major health events, including surgeries.

[WSR 16-14-058, recodified as § 388-101D-0540, filed 6/30/16, effective 8/1/16. Statutory Authority: Chapter 71A.12 RCW. WSR 08-02-022, § 388-101-4120, filed 12/21/07, effective 2/1/08.]