

BENCO
Supported Living Program
POLICY AND PROCEDURE


SUBJECT: VOLUNTARY AND INVOLUNTARY EXITS
OAR: 411-328-0790 (4) a-b,

POLICY:

The Supported Living Program is committed to providing services to its participants for as long as they desire such services. However, circumstances may arise when it is necessary or desirable for an individual to exit from our program. It is the policy of the Supported Living Program to facilitate exits from service in a constructive manner, consistent with the determination of an individual's ISP team, and in accordance with the applicable administrative rules.

PROCEDURES:

- **4 a-b** All exit decisions will be made by an ISP team meeting called for that purpose. No exit actions will take place prior to the exit ISP team meeting taking place. (See exceptions noted in (III) below)
- **c** At the exit ISP team meeting, the rationale for the exit will be thoroughly discussed and a determination for action made. The finding of this meeting will be recorded in the individual's record and will include at a minimum:
 - The name of the individual considered for exit;
 - The date of the meeting;
 - Documentation of the participants included in the exit meeting;
 - Documentation of the circumstances leading to the proposed exit;
 - Documentation of the discussion of strategies to prevent an exit of the individual from service (unless the individual is requesting the exit);
 - Documentation of the decision regarding the exit of the individual, including verification of the voluntary or involuntary decision to exit.
- Under certain circumstances an exit meeting may not take place. In these cases, it must be determined the individual is exiting the program for one of the following reasons:
 - The individual or their guardian requests an immediate exit from the program;
 - The individual is removed by a legal authority acting pursuant to civil or criminal proceedings; or
 - The individual is a clear and present danger to themselves and others.
- The decision and rationale for someone to exit the program under the above stated circumstances will also be documented in the individual's record.
- If the decision to exit the program is disputed by the individual or their representative, the appropriate individuals will be informed of their appeal rights.

Approved by: 
Julie Hansen, Benco Board President

Date: 1/30/24