SAFETY PLAN EXPLANATION SHEET

BHS
UCRM

Completed By:

1. Client
2. Guardian (if applicable)
3. Service provider

Compliance Requirements:

- The safety plan is a client level document- the purpose of the safety plan is for all providers across the system of care to have access to its information in times of crisis.
- It is a living document that moves with the client throughout treatment.
- A Safety Plan" should be completed when there is risk or concern that crisis intervention may be needed and updated throughout treatment as needed.
- A copy of Safety Plan should be offered to Client/Guardian and signed.

Documentation Standards:

- Providers may choose to use the safety plan in SmartCare OR their legal entity's own safety plan.
- If downtime form is utilized, it must be scanned/uploaded into the EHR.

Safety Plan in SmartCare

- There are two different available options in SmartCare: "Safety Plan (Client)" and "Safety/Crisis Plan". QA recommends that programs utilize "Safety Plan (Client)" to avoid "next review" box pop up reminders.
- If a client already has a safety plan in SmartCare, a new program can review and add to it if needed, or create a new one. If an existing safety plan is kept, the program should document in the note that it was reviewed with the client. If the client is opened to more than one program and one program changes, adds or removes an intervention from the safety plan, they should coordinate with the other program

Optum Website

- Downtime Form & Explanation Sheet: Optum Website> UCRM/SUDURM > MH &DMC-ODS> *Safety Plan* (all threshold languages) and *Safety Plan Explanation Sheet*

CalMHSA Website

- [How to Complete the Safety Plan - 2023 CalMHSA]
- Guide: [CalMHSA SmartCare Downtime Forms] > Mobile Crisis Documents> *Companian Guide: MTAC Safety Plan* (Please note, this guide is listed for MCRT but it has questions that may be beneficial for providers)

UTTM – check the UTTM regularly for any updates to the Safety Plan document or requirements.