

OREGON STATE HOSPITAL

PORTLAND – SALEM

POLICIES AND PROCEDURES

EXECUTIVE SUMMARY

POINT PERSON: SUE ZAKES, TRAILS PROGRAM DIRECTOR

DATE: 04/30/12

OSH POLICY NUMBER & TITLE: 6.006, OFF-GROUNDS OUTINGS

PURPOSE OF THIS POLICY:

A Trip Slip is required any time an OSH patient is off grounds in Harbors, Trails, Bridges, and PSRB patients in Springs. Group outings in Springs and Portland also pertain to this policy which identifies the information needed in preparation for an off grounds trip.

SUBSTANTIAL CONTENT CHANGES (EXCLUDING "HOUSEKEEPING" CHANGES):

This policy outlines procedures when completing a trip slip utilizing the new Access data base where trips are created and stored.

REFERENCE CHANGES (ORS, OAR, TJC, CMS, OTHER):

N/A

LOCATION OF POLICY:

Section 6, Patient Care