



March 16, 2012

To: All Clinical Staff

From: Rupert Goetz, MD
Chief Medical Officers

Subject: Interim Directive regarding Off-Grounds Outings to Medical
Appointments in Salem (Modifies OSH P&P 6.006)

The Trip Slip process has been modified in the past months, most recently through the new P&P 6.006 (Off-Grounds Outings), effective February 27, 2012. Since implementing the policy, concerns have emerged about how critical information is relayed to transport staff absent a trip slip for medical appointments and discharge visits in Salem. While there is benefit to minimizing the trip slip burden, it is essential that information be reliably communicated for these outings as well.

Therefore, I am issuing the following Directive, which temporarily modifies OSH P&P 6.006 (Off-Grounds Outings) by deletion. The directive is effective Monday, March 19, 2012.

The following is to be deleted from Section III (Procedures), item D.3.c.:

~~“Bridges, Trails and Harbors: Privileges are determined by the Risk Review Panel for both on and off-grounds privileges. Medical appointments and discharge visits are exempted from this policy for appointments in Salem within curfew hours. All medical appointments do require a doctor's order.”~~

This means trip slips for medical appointments and discharge visits in these three programs do require a Trip Slip in Salem. This Directive will be superseded when an updated policy is completed.

c: Greg Roberts
Superintendent

*approved
GR
3/16/12*

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