

OREGON STATE HOSPITAL TREATMENT MANUAL DOCUMENTATION STANDARDS

ASSESSMENT TIMELINE

	1 st day	72 hours	10 th day	1 st 30 days	1 st 60 days	1 st 90 days	Q 90 days	1 st 6 months
Interdisciplinary Team		Initial Treatment Care Plan	Update TCP	Update TCP START & ISURF	Update TCP	Update TCP	START Reassess	Update Plan monthly
Physician	Admit note							AIMS Q 6 months
Rehabilitation Services			Initial					
Vocational/Education Services				As referred				
Psychologist			PAN		IPA	VRA		
Registered Nurse	Within 4 hours							
Social Worker			Psychosocial					
Language & Diversity Services		Assessment		As referred				
Others (Dietitians, Spiritual Svs, etc.)				As referred				

PROGRESS NOTE TIMELINE

	Per Shift	Per Week	Per Month	Other- Discipline Specific	Annual
IDT Review Note		First 60 days, all disciplines listed on TCP write notes (Group notes count-RSD only).	After 60 days, all disciplines listed on TCP write progress notes, at minimum, on a monthly basis.		Annual reassessment required of all disciplines listed on TCP, unless reassessment completed more frequently.
Physician					
RSD/Vocational Education Services		MDS utilize SOAP or approved format.	All disciplines documented more frequently if significant event or change has occurred. (Weekly group notes meet and exceed this standard.)	PRN- at time of service	
RSD-Individual treatment & patients in GTS seen in on-unit treatment					
RSD-IDT note if unable to attend or verbal summary for IDT note					
Psychologist/ Mental Health Specialist		All other disciplines use BIOR or approved format.		Time of service -BIOR format, PRN	
Registered Nurse	For 72°			PRN	
Mental Health Therapist				PRN	
Social Work		PRS MHTs need not chart if RN charts.		PRN & D/C Progress Summary Note	
Treatment Mall- all disciplines				PRN – at time of Service	