

MENTAL HEALTH SCREENING FORM

SECURE

Form must be completed fully and electronically

Revised 11/2022

I. IDENTIFYING DATA

Screen Urgency	Tracking #	Referring Agency			
Contact Person	Contact Number				
Screen Date	CMHC/HIS	QMHP/LMHP			
Interview Location					
Screen Start Time	AM	PM	Screen Decision Time	AM	PM
If Rescreen: Date					
QMHP	Start Time	AM	PM Decision Time	AM	PM

COURTESY SCREEN	Yes	No
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Requesting CMHC	Approved By
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COMMUNITY PSYCHIATRIC HOSPITAL DENIALS (not state or SIA hospitals)

Other private psychiatric facilities ruled out for private placement (not SIAs):				Yes	No	4-Hour Rule	Involuntary (Closest)
Facility Denial (Name; not SIA)		Facility Denial (Name; not SIA)					

CLIENT DATA

Name: Last, First Middle			Have guardian letter/document?		Yes	No
Pre-Marital Name		Also Known As (AKA)		Guardian Name	Phone	
Date of Birth	Age	Race		Guardian Name	Phone	
Sex at Birth M/F		Pronouns		Current OTO (outpatient treatment order) : Yes No UK		
SSN	Veteran	Yes	No	Screening Informant(s)		
Street Address		City		Self		
State	Zip	Phone		Family/Significant Other		
County of Residence		County of Responsibility		CMHC/Private Provider		
Consumer Status				Hospital/Inpatient/Residential Staff		
Current CMHC Consumer		Former CMHC Consumer		DCF Contact		
Other CMHC Consumer		Never a CMHC Consumer		DOC Contact		
Private Practice Consumer		Unknown		LEO Contact		
Child Custody Status				Other		
N/A	DCF					
DOC	Parental					
Guardian						

IV. RISK FACTORS, continued

DANGER TO SELF, HISTORY

None Ideation Plan Threat Gesture/Attempt Intent w/o Means Intent w/ Means
Self-Care Failure Risk Aggravated by Substance Use Unknown

Explain (include dates, means, rescue):

DANGER TO OTHERS, CURRENT

None Ideation Plan Threat Gesture/Attempt Intent w/o Means Intent w/ Means
At Risk Able to Participate in Safety Planning Risk Aggravated by Substance Use

Explain (include dates, means, rescue):

DANGER TO OTHERS, HISTORY

None Ideation Plan Threat Gesture/Attempt Intent w/o Means Intent w/ Means
Risk Aggravated by Substance Use Unknown

Explain (include dates, means, rescue):

DESTRUCTION OF PROPERTY

Current: Yes No Unknown N/A **History:** Yes No Unknown N/A

Explain:

IV. RISK FACTORS, continued

KNOWS SOMEONE WHO ATTEMPTED OR DIED BY SUICIDE

Yes No Unknown

Explain (relationships, dates, relevant info):

ABUSE

None Current Past Unknown

If Yes, Types: Physical Sexual Emotional Neglect

If Yes, Individual is: Victim Perpetrator Both Neither, but abuse reported in environment

Explain (include dates, means, rescue):

ADDICTION

Substance Use: None Current Past Unknown **Gambling:** None Current Past Unknown

Positive BAL: Yes No Level **Internet:** None Current Past Unknown

Positive UDS: Yes No Substance(s)

Drug(s) of Choice	Primary Drug			Secondary Drug			Tertiary Drug		
Name of Drug									
Currently Using	Yes	No	Unknown	Yes	No	Unknown	Yes	No	Unknown
Past Use	Yes	No	Unknown	Yes	No	Unknown	Yes	No	Unknown
Frequency	Unknown		N/A	Unknown		N/A	Unknown		N/A
Amount	Unknown		N/A	Unknown		N/A	Unknown		N/A
Last Day of Use	Unknown		N/A	Unknown		N/A	Unknown		N/A

IV. RISK FACTORS, continued

MEDICAL CONCERNS, continued

None of the following medical concerns have been reported.

Please put an X in the box as applicable on each line (Y) Yes (N) No (U) Unknown (N/A) Not applicable

	Y	N	U	N/A		Y	N	U	N/A
Patient requires O2					Patient requires other durable medical equipment. <i>If Yes, provide details in Medical Q4.</i>				
If yes, will the patient be coming with O2?					Patient will bring this equipment if admitted?				
Patient has a urinary catheter					Patient needs assistance with ADLs. If yes, use Medical Q5				
If yes, will it be removed?					Patient needs assistance in ambulating. If yes, provide details in Medical Q6				
IV or Central Line					Patient has a history of multi-drug resistant organism (MRSA, etc.)				
If yes, will it be removed?					Patient is confined to a bed				
Patient is on Dialysis. If Yes, add details to Medical Q1					Patient requires 1:1 staff at their current placement				
Patient requires a ventilator. If Yes, add details to Medical Q2					Patient has an open wound. If Yes, provide details in Medical Q7.				
Patient requires a CPAP. If Yes, add details to Medical Q3					Patient has allergies. If Yes, provide details below in Medical Q8.				
If yes, patient will be coming with equipment?									

Explanations by question for the above table:

Medical Q1 Dialysis Details:

Medical Q2 Ventilator Details:

Medical Q3 CPAP Details

Medical Q4 Medical Equipment Details:

Medical Q5 ADL Barrier Details:

Medical Q6 Ambulatory Details:

Medical Q7 Open Wound Details:

Medical Q8 Allergy Details:

V. CLINICAL IMPRESSIONS

General Appearance

Appropriate hygiene/dress
 Poor personal hygiene
 Overweight Underweight
 Eccentric Seductive

Sensory/Physical Limitations

No limitations noted
 Hearing Visual
 Physical Speech

Mood

Calm Euthymic
 Cheerful Anxious
 Depressed Fearful
 Suspicious Labile
 Pessimistic Irritable
 Euphoric Hostile
 Guilty Apathetic
 Dramatized Hopelessness
 Elevated mood Marked mood shifts

Affect

Primarily appropriate
 Primarily inappropriate
 Congruent
 Constricted Incongruent
 Blunted Tearful
 Detached Flat

Speech

Unable to assess
 Logical/Coherent Loud
 Delayed responses Tangential
 Rambling Slurred
 Rapid/Pressured
 Incoherent/loose associations
 Soft/Mumbled/Inaudible

Thought Content/Perceptions

Unable to Assess Delusions
 No disorder noted Grandiose
 Paranoid Racing
 Circumstantial Obsessive
 Disorganized Flight of ideas
 Bizarre Blocking
 Ruminations/Intrusive Thoughts
 Auditory Hallucinations
 Visual Hallucinations
 Other hallucinatory activity
 Ideas of reference
 Illusions/Perceptual Distortions
 Depersonalization/Derealization

Memory

Unable to assess
 No impairment noted
 Impaired Immediate
 Impaired remote
 Impaired recent

Insight (Age Appropriate)

Unable to assess
 Good Fair
 Poor Lacking

Orientation

Unable to assess Oriented x 4
 Impaired time Impaired situation
 Impaired place Impaired person

Cognition/Attention

Unable to assess
 No impairment noted
 Distractibility/Poor Concentration
 Impaired abstract thinking
 Impaired judgement
 Indecisiveness

Behavior/Motor Activity

Unable to assess
 Normal/Alert Poor eye contact
 Cooperative Uncoordinated
 Self-Destructive Catatonic
 Lethargic Tense
 Agitated Withdrawn
 Restless/Overactive Provocative
 Impulsiveness Tremors/Tics
 Aggression/Rage Repetitious
 Peculiar mannerisms
 Bizarre behavior
 Indiscriminate socializing
 Disorganized behavior
 Feigning of symptoms
 Avoidance behavior
 Increase in social, occupational,
 sexual activity
 Decrease in energy, fatigue
 Loss of interest in activities
 Compulsive (including gambling/internet)

Anxiety Symptoms

Unable to assess
 Within normal limits
 Generalized anxiety
 Fear of social situations
 Panic attacks
 Obsessions/Compulsions
 Hyper-vigilance
 Reliving traumatic events

Eating/Sleep Disturbance

Unable to assess
 No disturbance noted
 Decreased/Increased appetite
 Binge eating
 Self-induced vomiting
 Weight gain/loss (lbs/time _____)
 Hypersomnia/Insomnia
 Bed-wetting
 Nightmares/Night Terrors

Conduct Disturbance

Unable to Assess
 Conduct appropriate
 Stealing Lying
 Projects blame Fire setting
 Short-tempered Truancy
 Defiant/Uncooperative
 Violent behavior
 Cruelty to animals/people
 Running away
 Criminal activity
 Vindictive
 Argumentative
 Antisocial behavior
 Destructive to others or property

Occupational & School Impairment

Unable to assess
 No impairment noted
 Impairment grossly in excess than
 expected in physical finding
 Impairment in occupational functioning
 Impairment in academic functioning
 Not attending school/work

Interpersonal/Social Characteristics

Unable to assess
 No significant trait noted
 Chooses relationships that lead to
 disappointment
 Expects to be exploited or harmed
 by others
 Indifferent to feelings of others
 Interpersonal exploitiveness
 No close friends or confidants
 Unstable and intense relationships
 Excessive devotion to work
 Inability to sustain consistent work
 behavior
 Perfectionistic
 Procrastinates
 Grandiose
 Entitlement
 Persistent emptiness & boredom
 Constantly seeking praise or admiration
 Excessively self-centered
 Avoids significant interpersonal contacts
 Manipulative/Charming/Cunning

Notes:

VI. TREATMENT / PLACEMENT INFORMATION

TREATMENT HISTORY

Currently in Treatment: Yes No Unknown

Agency/Service(s) Therapist Case Manager
Service Progress/Failure(s):

Previously Hospitalized: Yes No Unknown Multiple Hospitalizations: Yes Number:
State Hospital/SIA No Unknown

Last Psychiatric Hospitalization: Facility Date Admitted Date Discharged AMA? Yes No Unknown

PLACEMENT HISTORY

Placement/Admission History (mark all that apply)

Detention Foster Care PRTF QRTP YRC Secure Care NFMH N/A Unknown
Other

Comments:

EDUCATIONAL HISTORY

Name of School Highest Grade Completed Unknown
Educational concerns and current supports (IEP, GED, LD, etc.):

CRIMINAL/LEGAL

Charges Pending: Yes No Unknown

History in corrections system and/or as a juvenile offender: Yes No Unknown

Determined by court to be: CINC JO N/A Other

VII. INPATIENT PSYCHIATRIC HOSPITALIZATION CRITERIA

LEVEL 1, INDEPENDENT Criteria which, in & of themselves, MAY constitute justification for admission.

1. Suicide attempt, threats, gestures indicating potential danger to self.
2. Homicidal threats or other assaultive behavior indicating potential danger to others.
3. Extreme acting out behavior indicating danger or potential danger to property.
4. Self-care failure indicating an inability to manage daily basic needs that may cause self-injury.

LEVEL 2, DEPENDENT Clinical characteristics of psychiatric disorders, any of which in combination with at least ONE Level 3 Criteria, MAY constitute justification for admission.

5. Clinical depression.
6. Intense anxiety or panic that may cause injury to self or others.
7. Loss of reality testing with bizarre thought processes such as paranoia, ideas of reference, etc.
8. Impaired memory, orientation, judgment, incoherence or confusion.
9. Impaired thinking and/or affect accompanied by auditory or visual hallucinations.
10. Mania or hypomania.
11. Mutism or catatonia.
12. Somatoform disorders.
13. Severe eating disorders such as bulimia or anorexia.
14. Severely impaired social, familial, academic, or occupational functioning, which may include excessive use of substances.
15. Severe maladaptive or destructive behaviors in school, home or placement, which may include excessive use of substances.
16. Extremely impulsive and demonstrates limited ability to delay gratification.

LEVEL 3, CONTINGENT

17. Need for medication evaluation or adjustment under close medical observation.
18. Need for 24-hour structured environment due to inability to maintain treatment goals or stabilize in less intensive levels of care.
19. Need for continuous secure setting with skilled observation and supervision.
20. Need for 24-hour structured therapeutic milieu to implement treatment.

Patient does not meet criteria for inpatient psychiatric hospitalization.

Qualified Mental Health Professional Signature

Date

VIII. INVOLUNTARY HOSPITALIZATION CRITERIA

For Involuntary Admission, must meet criteria 1, 2, and 3, plus 4 and/or 5 below, per KSA statute.

Must meet:

1. Is suffering from a severe mental disorder to the extent that he/she needs involuntary care in a State Hospital. **AND**
2. Lacks the capacity to make an informed decision concerning his/her need for treatment. **AND**
3. Is not manifesting a primary diagnosis of antisocial personality disorder, chemical abuse/addiction, mental retardation, organic personality syndrome, or an organic mental disorder.

At least one:

4. Is likely, in the reasonably foreseeable future, to cause substantial physical injury or physical abuse to self or others or substantial damage to another's property, as evidenced by behavior causing, attempting, or threatening such injury, abuse or damage. **OR**
5. Is substantially unable, except for a reason of indigence, to provide for any of his/her basic needs, such as food, clothing, shelter, health, or safety, causing a substantial deterioration of the person's ability to function with current level of support, care, or structure.

Patient does not meet criteria for involuntary psychiatric hospitalization.

Admission to SIA and State Hospital for voluntary adults must be by Voluntary application by patient or guardian.

For children under 18, admission to a SIA must be by:

1. *Voluntary application for a child aged 14 or over.*
2. *Voluntary application by a parent.*
3. *Voluntary application by legal guardian or by DCF if parental rights have been severed (with appropriate court authority, see KSA 59-3018a).*
4. *Involuntary civil commitment.*

IX. DIAGNOSTIC IMPRESSIONS

Meets Criteria For: SED SPMI Unknown N/A

Code Diagnosis

Code Diagnosis

Code Diagnosis

Additional Dx
or notes:

Qualified Mental Health Professional Signature

Date

X. SCREENING DISPOSITION

Recommended **involuntary admission** to
in accordance with KSA Statute.

(State Hospital/SIA) *

Recommended **involuntary outpatient commitment** to

Recommended **voluntary admission** to

(State Hospital/SIA) *

Not in need of inpatient psychiatric treatment.

Community-based plan created in lieu of hospitalization (SEE PAGE 12), copy given to legally responsible individual.

*Refer to <http://bedcount.healthsrc.org> for available voluntary or involuntary beds at State Hospitals and SIAs

XI. REIMBURSEMENT AUTHORIZATION

(A) Meets inpatient criteria, state hospitalization recommended:	Voluntary	Involuntary
Admitted / transferred to hospital	Admission Date	

(B) Meets inpatient criteria, but not state hospital/SIA admission.

(C) Does not meet inpatient criteria, outpatient community services plan recommended.

Copy of community-based plan given to legally responsible individual.

I certify that local community resources have been investigated and/or consulted to determine whether any of them can furnish appropriate and necessary care. I have seen this individual and have evaluated him/her and his/her situation. I have also considered alternate modes of treatment. All community resources have been investigated and are not available if hospitalization is recommended.

XII. DISCHARGE PLAN

OTO Recommended? Yes No Unknown N/A

Treatment expectations / Preliminary discharge plan / Community-based plan instructions given to patient

Qualified Mental Health Professional Signature

Date

XIII. CLINICAL SUMMARY

NARRATIVE

XIII. CLINICAL SUMMARY, continued

NARRATIVE, continued

Large empty rectangular box for narrative text.

XIV. TIME DOCUMENTATION SUMMARY

Contact / Activity **Amount of Time**

Chart Review

Total Screen Time: ____ Hours ____ Minutes

Paperwork

Travel Time to/From: ____ Hours ____ Minutes

Face-to-Face Interview

TOTAL TIME: ____ Hours ____ Minutes

Collateral Contacts / Coordination

Consultation /Team Meetings

RESCREEN TIME: ____ Hours ____ Minutes

Qualified Mental Health Professional Signature

Date

**STATEMENT FROM A QUALIFIED MENTAL HEALTH PROFESSIONAL
AUTHORIZING ADMISSION TO A KANSAS STATE PSYCHIATRIC HOSPITAL**

Name of patient	DOB	Age	Sex	
Patient's address	City	State	Zip	County

Based upon my screening of the above-named person, done by me in person and/or by review of this person's records and of reports concerning this person, and being familiar with the resources and services which are available within this community, I find that the needs of this person for the services indicated below cannot be adequately met in this community, and I there-for authorize that the following service(s) be provided at a state psychiatric hospital.

Check VOLUNTARY or INVOLUNTARY Services Authorized:

A. VOLUNTARY care and treatment (which this person has indicated to me that he/she wishes to be admitted for and which I believe he/she has the capacity to consent to (See KSA 59-2949a)).

B. INVOLUNTARY care and treatment as specified below:

EMERGENCY or TEMPORARY DETENTION AND TREATMENT pursuant to KSA 59-2954, or under the Court's EX PARTE EMERGENCY CUSTODY ORDER (see KSA 59-2958), or under the Court's TEMPORARY CUSTODY ORDER (see KSA 59-2959) if either are issued.

MENTAL EVALUATION, including the examination(s) necessary to prepare the report to be submitted to the Court to assist in the trial of the issue of whether or not this person is a mentally ill person subject to involuntary commitment (see KSA 59-2961).

INPATIENT CARE AND TREATMENT as may be ordered by the Court in any ORDER of CONTINUANCE AND REFERRAL (see KSA 59-2964), or ORDER FOR TREATMENT (see KSA 59-2966) or ORDER FOR CONTINUED TREATMENT (ss KSA 59-2969(f)).

Qualified Mental Health Professional Signature

Date

CMHC Address

Phone #

Original to be filed with the Court (if involuntary proceedings)

Copy to (State Hospital/SIA)

Copy to CMHC (if courtesy screen)

EMERGENCY ROOM/HOSPITAL TRANSFERS: If the patient has been taken to any emergency room of any community hospital, or is currently admitted to any inpatient department at any community hospital, medical consultations must have been completed prior to any transfer of the patient to any state psychiatric hospital and the treating physician at the community hospital and the physician on duty at the state hospital must concur that the patient is medically stable and that the state hospital is capable of managing the patient's physical condition (See 42U.S.C. Sec. 1395dd). List below (1) the name of the local treating/emergency room physician and (2) the name of the physician on duty at the state hospital who has agreed to accept the transfer:

(1) Name

(2) Name

**CERTIFICATE OF A PHYSICIAN, LICENSED PSYCHOLOGIST, OR
A DESIGNATED QUALIFIED MENTAL HEALTH PROFESSIONAL
(to be attached to a Petition to Determine a Person to be a Mentally Ill Person Subject to Involuntary Commitment)**

Name of patient	DOB	Age	Sex	
Patient's address	City	State	Zip	County

I Certify That:

I am a:
 licensed physician; licensed psychologist;
 qualified mental health professional designated by the head of a mental health center to make this certificate;

I have on _____ (date) personally examined the above-named patient and reviewed any available records, and on the basis thereof:

It is my professional opinion that the patient is likely to be a mentally ill person subject to involuntary commitment for care and treatment as that term is defined in KSA 59-2946 (f), including that this patient:

- is suffering from a mental disorder to the extent the person is in need of treatment;
- lacks the capacity to make an informed decision concerning treatment, despite conscientious efforts at explanation or efforts to elicit a response from the patient showing an ability to engage in a rational decisionmaking process;
- is likely to cause harm to self or others or substantial damage to property of another;
- is not solely diagnosed with one of the following mental disorders: alcohol or chemical substance abuse; anti-social personality disorder; mental retardation; organic personality syndrome; or an organic mental disorder.

NOTE: all four of the above-described conditions must be applicable to this person in order for the patient to meet the legal definition of a mentally ill person subject to involuntary commitment.

(OPTIONAL) For this reason, I recommend that the patient be detained and admitted to an appropriate inpatient treatment facility for further observation and treatment pending Court proceedings.

_____ Signature of physician, psychologist or QMHP	Date
Name of associated facility/mental health center/clinic	Phone #
Business Address	City, State, Zip

mental health center screening form attached other medical record or statement attached copy to: copy to:
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