

University of Toledo Ambulatory Services Guideline

Title: **Suicide Risk Screen and Care**

Purpose: This guideline outlines the procedures and documentation for Suicide Screen for ages 5 years and older.

Related Policies: 3364-101-02-01 Ambulatory Medical Record

Accountability: It is the responsibility of the staff member who performs the Intake process when a patient arrives for their appointment. A clinic staff member is responsible to monitor patient safety. The treating provider is to implement a plan of treatment as a result of his or her clinical judgment.

Procedure:

1. During the Intake Process the staff member will ask the patient “Do you have thoughts that you would be better off dead, or of hurting yourself in some way Yes/No?” Document the response. If “No,” no further action needed.
2. If patient response is “Yes”
 - Notify provider immediately and monitor patient for safety and clear items that the patient could use to harm him or herself or others or move to a safe room. Document notification of provider and safety monitored.
 - Patient will be checked for safety at a minimum of every 15 minutes.
3. The Provider will assess the patient and using their clinical judgment may order medication, counseling, Psychiatry Consult, Rescue Crisis or other emergency services.
 - Provider may complete and review a PHQ-9 Questionnaire or other risk screening tool.
 - Make direct phone calls for referrals for follow up care. Do not leave it up to the patient to make the appointment.
 - Provider to document any suicidal ideations, assessment and plan in the medical record. Before leaving clinic, the physician will notify clinic staff and document that it is safe for patient to return home, if appropriate.

4. Safety Measures

- In cases where the Provider has identified patient as a having an acute suicidal crisis, a clinic staff member should be under one to one observation and complete the Outpatient Clinic Suicide Precautions Checklist (In Athena under Print forms- Suicide Precautions Checklist. Do not leave these patients by themselves.
- Before leaving the clinic, a staff member will give the patient and or their family member the number to the National Suicide Prevention Lifeline 1-800-273-TALK (8255) and or to Rescue Crisis 419-255-9585 The Depression Treatment: Care Instructions handout should be provided to the patient or family.
- In cases where the patient is not agreeable to treatment, request the patients permission to contact friends, family or outpatient treatment providers. HIPPA permits providers to make these contacts when the provider believes the patient may be a danger to self or others.

5. Follow-up Care

- Provider to request staff to contact patient for follow up care to verify patient follow through with referrals or treatment plan if needed. Provider or Staff may put a Reminder/Tickler with date to contact in the chart. Document follow-up response in the medical record.

6. Other

- In Athena-scan the completed Outpatient Clinic Suicide Precautions Checklist under Encounter Document-Procedure Documentation. In non- electronic medical records file under progress notes.

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Reviewed: