

## PRC Annual Review Exception Request

Member's Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_ Assist ID: \_\_\_\_\_

District: \_\_\_\_\_ Support Coordinator: \_\_\_\_\_ Date of Request: \_\_\_\_\_

The PRC may grant an Annual Review Exception Request for members who are stable on psychotropic medications and do not require restrictive strategies or interventions due to behavioral challenges. Please note, an exception does not prohibit the development or use of a Behavior Plan which contains positive behavioral strategies and is approved by the Planning Team; so long as the Behavior Plan does not include any Restricted or Prohibited Techniques and the Member meets all of the exception criteria listed below. Planning teams are required to submit the PRC Review Exception Form annually.

A. Criteria: The PRC shall grant an exception to requiring a behavior plan annual review only when all of the following criteria is met. Please review and mark each box accordingly.

1. The member participated in their program, activities of daily living and chosen leisure/community activities without any significant behavioral disturbances for the previous 12 months. Significant behavioral disturbance is defined as any physical aggression, or pattern of verbal aggression, or other actions that are not typical for the member (*such as significant deterioration in personal hygiene or social withdrawal*);
2. There were no behavioral incidents requiring the use of emergency measures during the previous 12 months; emergency measures are defined as the use of physical management techniques, psychotropic medications in an emergency to manage a sudden, intense or out-of-control behavior, or crisis/law enforcement intervention;
3. During the previous 12 months, there were no changes in the member's prescribed psychotropic medications as a direct result of significant behavioral disturbances; the exception to this criterion is when the member required a change in psychotropic medication an increase in an antidepressant medication and it which was in the absence of any behavioral disturbances; and
4. Through a review of all incident reports for the member there were no incidents during the previous 12 months that resulted in any of the following due to significant behavioral disturbance (*\*if yes, the plan is not eligible for an exception to the PRC review process*):

Yes    No

- i. Crisis calls,
- ii. Emergency intakes or evaluations,
- iii. Emergency department visits or holds,
- iv. Inpatient psychiatric admission,
- v. New Court Order for Treatment (COT),
- vi. Amendment to an existing COT;
- vii. Police involvement; or

5. Member is compliant with taking prescribed medications; and
6. If the member's status changes (*e.g., the member experiences one of the items listed in a above*), the Support Coordinator is responsible for convening the Planning Team to determine if a Behavior Plan is necessary.

7. The member's Behavior Plan does not include any of the following techniques and/or strategies (*\*If yes, the plan is not eligible for an exception to the PRC review process*):

Yes No

- i. Forced Compliance, or techniques that require the use of force;
- ii. Response Cost;
- iii. Restitution
- iv. Restrictions to a member's rights
- v. Enhanced Staffing Ratio/Support
- vi. Protective devices used to prevent a person from sustaining injury as a result of the member's self-injurious behavior
- vii. Electronic Tracking

B. For the PRC to consider an exception to the PRC review process, the Planning Team shall submit the following to the PRC Chair:

- 1. A completed PRC Annual Review Exception form, confirming that the member meets criteria.
- 2. Behavior Plan / Packet Requirements Form
- 3. PRC Contact Information Form
- 4. Agreement of Behavior Plan Form
- 5. A copy of the member's current Planning Document; and
- 6. A copy of the member's current behavior plan, with data and information that meets the criteria set forth in the "Eligibility" section above; and
- 7. Other documents demonstrating the eligibility criteria described above has been met; and
- 8. Documentation that there is on-going medical monitoring, quarterly medication reviews, and laboratory testing as needed.

PRC Exception to the Annual Review:      Approved      Denied

Reviewed By: \_\_\_\_\_

Signature: \_\_\_\_\_

Date of next PRC Annual Exception Request: \_\_\_\_\_