

SECTION – MEDICAL/NURSING SERVICES
ADMINISTRATIVE DIRECTIVE NO. 540
(Replaces A.D. No. 540 dated 4/13/06)

Effective Date: March 8, 2007

**SUBJECT: PROCEDURE FOR INVOLUNTARY PSYCHOTROPIC MEDICATION FOR
PC 2684 INDIVIDUALS**

I. PURPOSE

To provide guidelines for involuntary psychotropic medication for PC 2684 patients.

II. AUTHORITY

Department of Mental Health, Special Order 119.06.

III. POLICY

- A. This directive describes the procedures to be followed when involuntary psychotropic medications are considered necessary for an Individual committed pursuant to PC 2684. This procedure is referred to as the Keyhea process. Authority is the Keyhea decision.
- B. Individuals committed under PC 2684 have a right to refuse psychiatric medication unless they are subject to a Keyhea court order or unless the Keyhea process has been initiated. The physician's medication order shall reflect the Individual's status of either being subject to a Keyhea order or being able to refuse psychiatric medications.

IV. METHOD

- A. Involuntary psychiatric medication may be initiated if the Individual is a danger to others, danger to self or gravely disabled due to a mental illness.
- B. To begin involuntary psychiatric medication the physician's medication order shall state that this is involuntary psychiatric medication as part of the Keyhea process. The order shall be time limited to 72 hours from initiation. The physician shall write a corresponding progress note detailing the need for involuntary psychiatric medication citing specific examples of the Individual's behavior.
- C. The Keyhea coordinator will initiate the Keyhea process, including filing of all petitions and scheduling of all hearings.

- D. The physician's orders shall specifically limit the number of days involuntary psychiatric medications are prescribed, not to exceed the number of days allowed by the Keyhea process.
- E. The Individual will have a Certification Hearing and an Administrative Law Judge Hearing. The Individual will be represented by an advocate and/or attorney as defined in the Keyhea injunction.
- F. If the petition is granted by the Administrative Law Judge, medication use is authorized only to the extent permitted by the court order and is limited to the duration specified in the order (usually six months to a year). The process is renewable.



W. T. VOSS
Executive Director

Cross Reference(s):

A.D. No. 538 Medication, Treatment and Procedure Orders

A.D. No. 542 Procedure for Involuntary Psychotropic Medication for WIC 6600 Series
Individuals