

**MILLE LACS BAND OF OJIBWE  
HEALTH AND HUMAN SERVICES POLICY & PROCEDURE**

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**Department:** Behavioral Health-Halfway House

**Policy Number:** HHS-BH-HWH 4401

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**Attachments:**

**Policy Title:** Readmission to the Mille Lacs Band Halfway House

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**Revision History:**

**Revised Date/Revised by:** Mark Watters, 12/10/2016

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**Approved by:**

  
Crystal Weckert, Behavioral Health Director

**Date:**

12/28/16

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**Approved by:**

  
Jeff Larson, Executive Director of HHS

**Date:**

1/3/17

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**POLICY STATEMENT:** The Mille Lacs Band Halfway House (HWH) will consider readmitting discharged clients under the following conditions:

1. Client was not discharged for violent behavior which resulted in harming another client or an employee.
2. The client must be willing to sign a contract with the HWH Manager/Counselor if appropriate to complete the HWH Program.
3. Clients discharged for using chemicals while in the HWH will provide documentation of detoxification and readmission will be at the discretion of the HWH Manger.
4. That the client will begin at step one of the HWH program.

**PURPOSE:** The purpose of this policy is to facilitate the readmission of clients who have discharged from the HWH program

**PROCEDURE:** Any staff member receiving a request for readmission from a client who was previously discharged for circumstances other than "With Staff Approval" shall refer the request to the HWH Manager. The HWH Manager may convene a meeting of other staff for input before agreeing to readmit the client.

<b>Internal and/or External References</b>	HHS-BH-HWH 4404 Discharge With Staff Approval
<b>Compliance - Posting Date</b>	1/12/2017
<b>Next Review - Due Date</b>	1/3/2018