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POLICY AND PROCEDURE ON THE USE OF SAFETY CONTROL PROCEDURES

**Policy**: Pikes Peak Respite Services will only use restraints as needed when other less restrictive interventions have failed. All less restrictive methods of intervention and redirection will be employed to avoid restraint unless imminent risk to life and safety presents such as a person receiving services running into traffic, or assaulting another person receiving services, community or staff member.

Pikes Peak Respite Services will exhaust all less restrictive measures of interventions including but not limited to verbal redirection, offering a preferred activity as an alternative, taking deep breaths, going for a walk, finding a quiet place to calm down, etc.

It is the policy of this agency that this information be conveyed in understandable terms. Clarification on any part of the policy and procedure is always available upon request.

**Definitions: Safety Control Procedure-** A restrictive procedure or restraint that is used to control a previously exhibited behavior which is anticipated to occur again and for which the planned method of intervention is developed in order to keep the person and others safe.

**Restrictive Procedure**- Any of the following when the intent of plan is to bring the person’s behavior into compliance: limitations of an individual’s movement or activity against his or her wishes; interference with an individual’s ability to acquire and/or retain rewarding items or engage in valued experiences

**Physical Restraint**- The use of manual methods to restrict the movement or normal functioning of a portion of an individual’s body through direct physical contact by others except for the purpose of providing assistance or prompts. Assistance/prompts is the use of manual methods to guide or assist with the initiation or completion of and/or support the voluntary movement or functioning of an individual’s body through the use of physical contact by others except for the purpose of providing physical restraint.

**Procedure:**

1. Safety Control Procedures (SCP) must be developed when it can be anticipated that there will be a need to use restrictive procedures or restraints to control a previously exhibited behavior which is likely to occur again.
2. A Safety Control Procedure shall not be employed as punishment, for the convenience or staff, providers or contractors or as a substitute for services, supports or instruction.
3. Safety Control Procedures will be developed following nationally recognized approved behavioral intervention techniques of the Agency’s choosing such as Crisis Prevention Institute (CPI) or MANDT or by a state approved behavioral therapist.
4. All staff, providers, and contractors with the likelihood of working alone with a person with the potential to require physical restraint will receive training in positive and proactive behavioral techniques and also restraints, either CPI or MANDT or equivalent as determined by Pikes Peak Respite Services or also by the behavioral therapist that developed the individualized SCP and behavioral interventions.
5. Staff, providers, and contractors will receive specific training on any Safety Control Procedure implemented for a person in services that they support.
6. If a person is deemed likely to need a Safety Control Procedure the person’s Interdisciplinary Team (IDT) will meet to discuss the necessity, the plan, and implementation.
7. Pikes Peak Respite Services will write the informed consent and supply it to the case manager at the Case Management Agency (CMA), the CMA will obtain the signature(s) on the Informed Consent and send the signed document back to the Agency. The SCP Informed Consent will be maintained in the person’s record.
8. Safety Control Procedures will have Informed Consent that expires annually, but can be changed anytime the person requests. Informed Consents are created by Pikes Peak Respite Services but will be supplied to the person’s case manager who will review the consent with them and obtain the signed consent. The case manager will return the signed consent to Pikes Peak Respite Services to be maintained in the client records. Informed consents will expire annually and be revised anytime there is a change.
9. The Safety Control Procedure will be documented in the person’s Individualized Service Plan (SP). The SP will be maintained in the person’s record.
10. Safety Control Procedures will be reviewed at least every 6 months by the person’s IDT. Documentation of the reviews will be maintained in the person’s record.
11. When SCPs are used more than three times in thirty (30) days, the IDT must meet to review the situation. Documentation of the IDT review and any recommendations and subsequent follow up will be maintained in the person’s file.
12. All Safety Control Procedures will be reviewed upon implementation (as closely to development as possible) and at least annually thereafter by the Community Centered Board’s Human Rights Committee (HRC). Documentation of the HRC reviews, along with any recommendations and documentation of subsequent follow up will be maintained in the person’s file.
13. Each use of a Safety Control Procedure will have an Incident Report (IR) completed within twenty-four (24) hours. Pikes Peak Respite Services will submit the IR to the CMA within seventy-two (72) hours. The IR will contain the following information:
    1. A description of the safety control procedure used
    2. The begin and end times and duration of the procedure
    3. A description of the antecedents, why the restraint was needed, an explanation of why the procedure was judged necessary
    4. An assessment of the likelihood that the behavior that prompted the use of the safety control procedure will recur
    5. The process of monitoring the individual throughout the restraint and afterwards
    6. Any difficulties, or changes needed to the services and supports being offered to the person
14. Whenever a restraint is used all rules around physical restraints and mechanical restraints will be followed as outlined in the Physical Restraint Policy and Procedure

**Reference:**  10 C.C.R. 2505-10 Section 8.7201.L

Section 8.608.4B

Incident Reporting Policy and Procedure

Dispute Resolution Policy and Procedure

Use of Physical Restraint Policy and Procedure

Home and Community Based Services Settings Final Rule