

CBHS Policies and Procedures



City and County of San Francisco
Department of Public Health
Community Programs
COMMUNITY BEHAVIORAL HEALTH SERVICES

1380 Howard Street, 5th Floor
San Francisco, CA 94103
415.255-3400
FAX 415.255-3567

POLICY/PROCEDURE REGARDING: The Provision of and Reporting of Electroconvulsive Therapy (ECT)

Issued By: Jo Robinson, MFT
Director of Community Behavioral Health Services

A handwritten signature in cursive script, appearing to read "Jo Robinson".

Manual Number: 1.04-06
References:

Date: December 13, 2010

New Policy

Purpose: Policy regarding the provision of and reporting of Electroconvulsive Therapy (ECT) in the City and County of San Francisco

Scope: All providers of ECT in the City and County of San Francisco

The use of and reporting on the use of Electroconvulsive Therapy (ECT) is outlined in the State of California's Welfare and Institutions Code in 5326.15. The regulations include the following:

Duties of the providers of ECT:

Quarterly, any doctor or facility which administers convulsive treatments or psychosurgery, shall report to the local mental health director, who shall transmit a copy to the California Director of Mental Health, the number of persons who received such treatments wherever administered, in each of the following categories:

1. Involuntary patients who gave informed consent.
2. Involuntary patients who were deemed incapable of giving informed consent and received convulsive treatment against their will.
3. Voluntary patients who gave informed consent.
4. Voluntary patients deemed incapable of giving consent.

The reporter of ECT activities will provide a cover letter summarizing the quarterly information, noting who served on the required review committee described below, and attaching a completed Form MH 309 from the California Department of Mental Health.

Providers of ECT should be aware of all the California Welfare and Institutions codes that apply to ECT. In particular, in Section 5325, subdivision (f), the Code notes that patients have the right to refuse convulsive treatment including, but not limited to, any electroconvulsive treatment, any treatment of the mental condition which depends on the induction of a convulsion by any means, and insulin coma treatment.

For the treatment of involuntary patient, including anyone under guardianship or conservatorship, a review of the patient's treatment record should be conducted by a committee of two physicians, at least one of whom shall have personally examined the patient. One physician shall be appointed by the facility and one shall be appointed by the local mental health director. Both shall be either board-certified or board-eligible psychiatrists or board-certified or board-eligible neurologists. This review committee must unanimously agree with the treatment physician's determinations to treat with ECT and an agreement shall be documented in the patient's treatment record and signed by both physicians.

Duties of the City and County of San Francisco:

The local Mental Health Director, or his or her designee, shall investigate any alleged or suspected violation of the rights of patients undergoing ECT assessment or treatment, and report any such findings to the California Director of Mental Health. Quarterly, the Director of Mental Health shall forward to the Medical Board of California any records or information received from such reports indicating violation of the law or regulations.

The local Mental Health Director, or his or her designee, shall appoint the second physician needed for the review of involuntary or conserved patients for whom ECT is recommended.

If it discovered that ECT was provided at a location other than a facility defined in Section 1250 of the California Health and Safety Code, the local mental health director shall establish a post-audit review committee to review the situation and then will report to the California Director of Mental Health if there were any violations discovered.

Contact Person: Medical Director, Community Behavioral Health Services, 255-3447

Distribution:

CBHS Policies and Procedure are distributed by the Office of Quality Management for Community Programs

Administrative Manual Holders

CBHS Programs

SOC Managers

BOCC Program Managers

CDTA Program Managers