

PROTOCOL FOR ADMITTING PATIENT WITH TUBERCULOSIS TO A STATE INSTITUTION

- I. Patient Assessment
 - A. Health Officer and Public Health Nurse at local health department meet to discuss patient's need for institutionalization
 - a. Examples of circumstances that would qualify patient:
 - i. Homelessness
 - ii. Unable to care for self as evidenced by malnutrition, dehydration or mental status
 - iii. Lack of family support
 - iv. Refusal to adhere to prescribed treatment
 - B. Local Health Officer and/or Public Health Nurse meets with patient to discuss/inform of the possible need for commitment
 - C. Local Health Officer decides patient needs alternative living facilities
 - a. Voluntary – Patient agrees
 - i. Follow Protocol for Voluntary Admission
 - b. Court Ordered/Involuntary, patient does not agree or is recalcitrant
 - i. Follow Protocol for Court Ordered or Involuntary Commitment
- II. Voluntary Admission
 - A. Local Health Department (LHD) notifies the WV Division of TB Elimination (WV-DTBE) to discuss patient issues with WV-DTBE's Medical Director and/or Division Director
 - B. LHD submits "Request for Admission" form and any supporting patient records to WV-DTBE
 - C. WV-DTBE Medical Director receives and reviews the form and any supporting information submitted
 - D. WV-DTBE Medical Director coordinates admission with state facility (Welch Community Hospital or Jackie Withrow Hospital)
 - E. WV-DTBE sends "Request for Admission" form along with orders from WV-DTBE Medical Director
 - F. WV-DTBE informs LHD of facility where patient is to be admitted
 - G. LHD informs patient and then "State Facility Treatment Agreement" is completed by LHD/patient and sent to WV-DTBE
 - H. WV-DTBE reviews and forwards to admitting facility
 - I. Patient makes arrangements and is transported to facility (transportation is the responsibility of LHD if patient unable to transport self)

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- J. Attending physician at facility of admission and WV-DTBE Medical Director keep an open line of communication prior to and throughout the patient's hospital admission stay
 - K. WV-DTBE Medical Director will order and monitor patient's TB treatment by*:
 - a. Ordering patient's TB medication, labs, x-rays, etc.
 - b. Visiting patient at facility at least monthly
 - c. Being available for consultation with state facility staff regarding patient's TB treatment
 - L. Attending physician at state facility will follow and treat patient while in the facility for ongoing medical needs
 - M. No patient's TB treatment is to be changed, adjusted or discontinued by the attending physician without consulting WV-DTBE Medical Director **unless an emergency or evidence of drug toxicity exist**
 - N. No patient is to be discharged until suitable continued domiciliary treatment is arranged, and these arrangements are discussed with and approved by WV-DTBE
 - O. Discharge plans will include suitable housing, follow-up appointment with the LHD nurse for directly observed therapy (DOT) of TB medications and may also include providing the patient with a supply of TB medications at discharge to last until the local health department can re-establish the patient's care
 - P. If patient leaves facility Against Medical Advice (AMA), the following procedure should be followed:
 - a. The LHD of patient's county of residence and WV-DTBE should be notified immediately
 - b. If patient is homeless, he/she must provide place of residence
 - c. Patient will be given directions to report to the LHD in their county of residence early AM of the next business day
 - d. Patient will be given a 3 day supply of TB medications prescribed with instructions
- III. Involuntary or court ordered commitment
- A. LHD calls WV-DTBE to discuss patient issues with Medical Director, Division Director and/or Surveillance Nurse
 - B. It is determined that the patient is in need of immediate hospitalization
 - C. Commissioner of Bureau for Public Health or Health Officer for the involved county contacts county prosecutor to obtain court order for commitment

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- D. Patient is committed to a facility equipped for the care and treatment of persons with TB
- E. Individuals needing co-treatment for TB and drug and/or alcohol dependency will be sent to a facility that is able to provide care for both
- F. LHD submits a “Request for Admission” form and “State Facility Treatment Agreement” form to WV-DTBE
- G. WV-DTBE receives and reviews forms
- H. WV-DTBE Medical Director calls state facility (Welch Community Hospital/Jackie Withrow Hospital) to coordinate patient’s care
- I. WV-DTBE sends forms along with orders from Medical Director to facility
- J. WV-DTBE informs LHD of facility where patient is to be admitted
- K. Patient is transported to facility (transportation is the responsibility of LHD if patient unable to transport self)
- L. Attending physician at facility of admission and WV-DTBE Medical Director keep an open line of communication prior to and throughout the patient’s hospital admission stay
- M. WV-DTBE Medical Director will order and monitor patient’s TB treatment by*:
 - e. Ordering patient’s TB medication, labs, x-rays, etc.
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- N. Attending physician at state facility will follow and treat patient while in the facility for ongoing medical needs
- O. No patient’s TB treatment is to be changed, adjusted or discontinued by the attending physician without consulting WV-DTBE Medical Director **unless an emergency or evidence of drug toxicity exist**
- P. No patient is to be discharged until suitable continued domiciliary treatment is arranged, and these arrangements are discussed with and approved by WV-DTBE
- Q. Discharge plans will include suitable housing, follow-up appointment with the LHD nurse for directly observed therapy (DOT) of TB medications and may also include providing the patient with a supply of TB medications at discharge to last until the local health department can reestablish the patient’s care. Community Mental Health Centers may be involved in patient’s discharge as per facility’s discharge protocol
- R. If the patient leaves the facility AMA:

- a. The chief Medical Officer shall issue a warrant directed to the sheriff of the county commanding him/her to arrest and carry the escaped person back to the hospital
- b. State facility will call WV-DTBE to inform
- c. WV-DTBE will inform LHD

IV. State Facility

- A. Jackie Withrow Hospital is the point of contact for WV-DTBE regarding TB admissions
- B. WV-DTBE will inform Jackie Withrow Hospital of any TB admission to any state facility
- C. Jackie Withrow Hospital will inform the Bureau for Behavioral Health and Health Facilities of TB admission
- D. Jackie Withrow Hospital, along with WV-DTBE's input, will decide the appropriate facility to meet the patient's needs. Welch Community Hospital and William R. Sharpe, Jr. Hospital are other state facilities that may be utilized if needed based on the complexity of the patient's condition.

***WV-DTBE Medical Director will be credentialed at state facility where TB patient is admitted.**

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