



HURON BEHAVIORAL HEALTH  
**PROCEDURE**

Procedure #: RR.2.20  
Issue Date: 09/08/00  
Rev. Date: 04/10/22  
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**Title: Recipient Rights – Seclusion Procedure**

Prepared By: Recipient Rights Officer

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**Purpose:**

To define the guidelines, practices, and philosophies for seclusion of consumers of Huron Behavioral Health.

**Scope:**

This procedure applies to all employees (including full-time and part-time employees), contract providers, volunteers, students, and/or interns, of Huron Behavioral Health (HBH) programs, both direct and contracted.

**Information:**

- It is the policy of Huron Behavioral Health that seclusion, including temporary seclusion, is not an approved procedure and is prohibited from use in all HBH programs or sites directly operated or contracted where it is not permitted by statute and agency policy.
- For the purpose of this procedure, the term “seclusion” refers to the temporary placement of a consumer in a room, alone, where egress is prevented by any means.

**Procedure:**

1. Whenever seclusion is used without following the requirements of this procedure, and the requirements of the policy entitled "[Recipient Rights - Recipient Abuse or Neglect Procedure](#)" (RR.2.01), the violators may be subject to the most severe penalties available, including cancellation of contracts, and/or termination from employment with HBH.
2. In contract settings where seclusion is permitted by statute (hospitals, centers, child caring institutions), the HBH recipient Rights Office will review the seclusion policies of contracted providers, in-patient services, and child caring institutions for compliance with all applicable state and federal regulations.

**Complaint Process:**

A consumer or another individual on behalf of the consumer shall have the opportunity to file a complaint regarding the use of seclusion. Complaints may be filed with HBH Recipient Rights Office.

**Definitions/Acronyms:**

DEFINITIONS:

*Seclusion:* means the temporary placement of a consumer in a room, alone, where egress is prevented by any means.

*Therapeutic De-escalation:* means an intervention, the implementation of which is incorporated in the individualized written plan of service, wherein the recipient is placed in an area or room, accompanied by staff who shall therapeutically engage the recipient in behavioral de-escalation techniques and debriefing as to the cause and future prevention of the target behavior.

*Time Out:* means a voluntary response to the therapeutic suggestion given to a consumer to remove himself or herself from a stressful situation in order to prevent a potentially hazardous outcome.

ACRONYMS:

HBH – Huron Behavioral Health

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N/A

**Records:**

N/A

**Reference(s) and/or Legal Authority**

Michigan Mental Health Code, 330.1742, 330.1700, 330.7243, 330.1755, 330.1752

Administrative Rule 7001(w)

42 CFR 482

MCL 722.111 to 722.128

[RR.2.01 Recipient Rights – Recipient Abuse and Neglect Procedure](#)**Change History:**

Change Letter	Date of Change(s)	Changes
A	05/23/03	Documentation brought into the new procedure format and numbered for tracking, minimal changes made to content. Added Complaint Process, clarified procedures, updated references, time out definition added.
B	03/01/06	Added references 42 CFR, MCL,
C	02/02/12	Reviewed by the HBH Recipient Rights Advisory Committee on 1/23/12 w/ no content changed recommended.
D	05/15/13	Reviewed by HBH Recipient Rights Advisory Council – no content changes made
E	04/28/15	Reviewed by HBH Recipient Rights Advisory Council – no content changes made
F	02/07/17	Reviewed by the Recipient Rights Advisory Committee – no content changes made.
G	08/07/18	Reviewed by Recipient Rights Committee – in “Definitions” section added “therapeutic de-escalation”, made minor punctuation changes/corrections throughout document without changing sentence content.
H	05/19/20	Reviewed by Recipient Rights Officer – No content changes made.
I	04/10/22	Made several minor wording/grammatical changes/corrections throughout procedure without changing sentence content.