

MICHIGAN HOMES FOR VETERANS
BOARD MANUAL

BOARD OF MANAGERS OPERATING POLICIES AND PROCEDURES

Involuntary Transfer/Discharge

BP-009

Reviewed 10/14/15

PURPOSE: To document the procedure for the involuntary transfer or discharge of members.

Involuntary discharges and transfers will be completed in compliance with state and federal regulations and Michigan Administrative Rule R 32.74.

PROCEDURES FOR INVOLUNTARY TRANSFER OR DISCHARGE OF MEMBERS FROM LICENSED NURSING HOME BED:

- I. All involuntary transfers/discharge from licensed nursing beds will be for the following reasons:
 - a. For medical reasons;
 - b. For the member's welfare;
 - c. For the welfare of other members or employees;
 - d. For non-payment for the member's stay;
 - e. For absence from the Home for personal furloughs exceeding thirty days per year (cumulative).

- II. Voluntary transfer or discharge of a nursing member shall be preceded by a written notice of 30 days. The 30-day requirement, however, shall not apply in any of the following instances:
 - a. If an emergency transfer or discharge is mandated by the member's health care needs according to the written orders and medical justification of the attending physician.
 - b. If the transfer or discharge is mandated by the physical safety of the member or other members or employees as documented in the clinical record
 - c. If the transfer or discharge is subsequently agreed to by a member, guardian, or other responsible party

PROCEDURES FOR INVOLUNTARY TRANSFER OR DISCHARGE OF MEMBERS
FROM DOMICILIARY UNITS:

- III. A member who is admitted to a bed in a domiciliary unit resides in such unit at the will and pleasure of the Board of Managers of the Michigan Homes for Veterans. Domiciliary Unit members must adhere to and abide by all policies of the Board of Managers and all rules, policies, procedures, and contracts of the Michigan Homes for Veterans and the Michigan Department of Military and Veterans Affairs and may be immediately discharged/transferred for any breach of rules or contract.
- IV. A member who resides in a domiciliary unit may be immediately transferred or discharged at the direction of the Administrator or designee for any of the conditions set forth in subparagraph (I) above.

All involuntary transfers or discharges will be reported by the Administrator to the Board of Managers of the Michigan Homes. The Board of Managers will review the circumstances which led to the involuntary transfer/discharge at its next regularly scheduled meeting.

A member may appeal an involuntary discharge/transfer decision in accordance with Michigan Administrative Rules R 34.83 through R 32.89

PROCEDURES FOR READMISSION OF PERSONS WHO HAVE BEEN PREVIOUSLY
INVOLUNTARILY TRANSFERRED OR DISCHARGED:

- V. A member who has previously been involuntarily transferred or discharged from a Michigan Home for Veterans who applies for readmission may only be readmitted with the consent of the Board of Managers and upon such terms and conditions as the Board may require.
- VI. The Administrator shall advise the Board of Managers of all applications for readmission of previously involuntarily transferred or discharged members, along with the circumstances that led to such transfer or discharge for the Board's consideration.