Name of Policy:	Psychiatric Advance Directives		~
Policy Number:	3364-160-SD-144		THE UNIVERSITY OF TOLEDO MEDICAL CENTER
Department:	Psychiatry		
Approving Officer:	Chief Executive Officer - UTMC		
Responsible Agent:	Chair/Medical Director Department of Psychiatry		Effective Date: 08/01/2023
Scope:	OP-Clinic-Psychiatry		Initial Effective Date: 8/2017
New polic	y proposal <u>x</u> sion of existing policy	Minor/technical r	revision of existing policy

## (A) Policy Statement

The University of Toledo Medical Center ("UTMC") recognizes that every competent adult has the right to determine what will be done to their person including the right to informed consent, to accept or refuse treatment and to execute Psychiatric Advance Directives (PAD).

## (B) Purpose of Policy

To establish a uniform procedure by which UTMC will inform the patient of their right to self-determination and Advance Directives and document the existence of any Advance Directive.

## (C) Procedure

- 1. Adult patients with serious mental illness receiving services from the Department of Psychiatry Outpatient Clinic will be asked if they have a Psychiatric Advance Directive (PAD) and if patient requests, will be provided information regarding their PAD rights and resources available to assist in formulating their PAD. Any responses will be documented in the EMR;
- 2. If a patient brings a copy of the PAD, a copy will be scanned into the EMR;
- 3. If a patient state they have a PAD but did not bring it with them, staff will ask the patient to bring a copy to the next visit;
- 4. UTMC will honor Psychiatric Advanced Directives unless revoked or temporarily suspended;
- 5. Clinical staff who are involved in the care, treatment, or services provided to that adult are aware that the PAD exists and knows how to access it.

Approved by:		<b>Review/Revision Date:</b> 08/01/2017 07/10/2020
/s/	04/26/2023	4/7/2023
Richard Swaine	Date	
Chief Executive Officer - UTMC		
/s/		
Rob Smith, MD, PHD	Date	
Interim Chair/Medical Director		
Department of Psychiatry		
/s/		
Lindsay Watson MSW, LSW, MBA	Date	
OP-Administrative Director		
Department of Psychiatry		
		Next Review Date: 4/7/2026
Policies Superseded by This Policy:		