



Specialized Mental Health Rehabilitation Facility - Plan of Operation

Important Notice: The state agency is requesting disclosure of information necessary to accomplish the statutory purpose as outlined under 210 ILCS 49, 77 Il. Admin. Code 380.720. Disclosure of this information is mandatory.

I. GENERAL FACILITY INFORMATION

Facility Name _____

Complete Street Address _____

City _____ ZIP Code _____

II. PLAN OF OPERATION - CHECKLIST

The license applicant shall submit, with the license application, the plan of operation, including, but not limited to, the following components of the facility, respective of the level or levels of service to be provided:

- 1. A proposal of certification for each level of service to be provided by the facility.
- 2. A summary of administrative policies and procedures as specified in Subpart D.
- 3. Service and staffing:
 - A) Clinical level of service and staffing, as appropriate to each level of service provided, and pursuant to the respective level of service requirements in Subpart B.
 - B) Documentation of the required training for each staffing classification in each level of service.
 - C) Any contractual arrangements.
- 4. Admission process and criteria.
- 5. Discharge planning and transition process.
- 6. Network linkages with community-based behavioral health providers.
- 7. Contents of consumer health and treatment records.
- 8. Consumer rights and empowerment.
- 9. Pharmaceutical services and self-medication program.
- 10. Program space allocation.
- 11. Restraint and therapeutic separation policies and procedures.
- 12. Physical plant or buildings, and fire safety.
- 13. Health services program.
- 14. Interdisciplinary treatment teams.
- 15. Psychiatric and psychological services.
- 16. Quality improvement plan.

The plan of operation shall specify each target population group and service the facility plans to offer, as referenced in Subpart A. The description shall identify:

- 1. Eligibility for services.
- 2. The number of consumers to be served.
- 3. An identification of the particular needs of the population.
- 4. How the facility's respective levels of service are designated to meet the needs of the population.
- 5. The method and frequency of evaluating the consumer progress.

The plan of operation shall include a description of how a facility's respective levels of service meet identified mental health needs in its service area. The description shall demonstrate what makes the facility's levels of service innovative compared to existing programs in the service area pursuant to Section 380.700(i)(9).

The plan of operation shall specify how a facility expects to obtain accreditation via achieving the components in subsections (a), (b) and (c) for each year of the provisional licensure. Each provider shall, annually, specify operational benchmarks toward achieving accreditation status for each year of the provisional license period, with the correlating documentation for verification of compliance.