



Protection and Advocacy for
People with Disabilities
Since 1977

A Guide to Your Treatment Plan

How to get services and supports from a behavioral health center

- There are many centers throughout West Virginia
- Each center serves a certain area of the state
- For help in finding a center, call Bureau of Behavioral Health and Health Facilities at (304) 558-0627 or WVA at (800) 950-5250
- Call your local center and request an intake appointment

What to expect

- The center should make an appointment with their staff member who will take information from you to determine what services you need and are eligible for
- You should be assigned a case manager who is responsible for your services
- You should then be scheduled a treatment team meeting to develop a plan that lists your need for supports and services

When will my treatment plan be written/implemented/reviewed

- Your first plan should be written within 7 days of your intake appointment
- Your final plan, which includes all service needs, should be written within 30 days of your intake appointment
- The center should hold a meeting to review your plan every 3 months or, at the very least, every 6 months or at crisis points
- When your services or the responsible staff are transferred or changed
- Upon a planned discharge from the center

What is in a treatment plan (also known as an IDT)

- Goals, objectives and methods to deliver your services and supports
- Description of services, activities and programs planned for you
- The team member that is responsible for providing each service, activity or program
- Your signature as well as signatures and titles of those who are participating in the team meeting
- You should **always get a copy of your treatment plan**

Who should be involved in your treatment planning

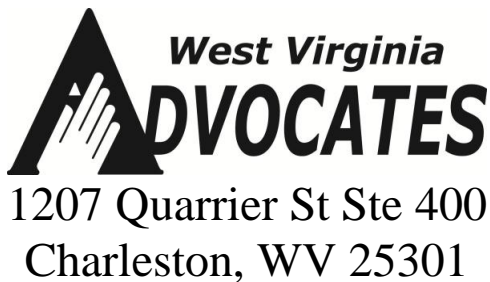
- **You**
- Your family, guardian or your choice of others
- Your assigned case manager
- A representative from each department and/or other agency who provides your services and supports

What to do if you have a problem with the process

- File a complaint with the center (they should provide you with their grievance policy upon admission or ask for it)
- Call West Virginia Advocates at (800) 950-5250
- Call the office of Ombudsman for Behavioral Health at (304) 558-2159

Contact

If you need legal or advocacy assistance, please call and ask for our Intake Department.



(800) 950-5250

<http://wvadvocates.org>

contact@wvadvocates.org

Funding

Funding for this resource is provided by the U.S. Department of Education, Office of Special Education ; U.S. Department of Health and Human Services, Public Health Services; U.S. Department of Health and Human Services, Administration on Developmental Disabilities, Social Security Administration.

Version 2.1