Seclusion Reporting to the Chief Psychiatrist (Authorised Hospitals)

Has an oral order been made to SECLUDE?

PRE SECLUSION

YES

11A is required. Seclusion with an oral order only must be < 2 hours.

NO

11B is required. A written order is required to authorise the seclusion.

SECLUSION

Begin Observations Inform treating MO & MO to complete 11E to decide if seclusion be: 

CONTINUED

REVOKED

EXTENDED

Is the time required > 2 hours? (ie. 11E = EXTEND)

NO

11B is required to confirm 11A. Additional 11E(s) must be completed within every following 2 hour period. 11F is required to record expiry/revocation of 11B.

YES

Begin Observations Inform treating MO & MO to complete 11E to decide if seclusion be: 

CONTINUED

REVOKED

EXTENDED

Is the time required > 2 hours? (ie. 11E = EXTEND)

NO

YES

11B

11E

Additional 11E(s) must be completed within every following 2 hour period. 11F is required to record expiry/revocation of 11B.

POST SECLUSION

11G

In all cases 11G post seclusion examination must be conducted within 6 hours of release from seclusion.

11A, 11C, 11D, 11G


Minimum Forms from the seclusion event to be sent to Chief Psychiatrist.

11B, 11C, 11D, 11E, 11F, 11G

11B, 11C, 11D, 11F, 11G

IN ALL CASES

- AUTHORISE: 11A, 11B or both before seclusion
- INFORM: 11C – psychiatrist MUST be informed
- OBSERVE: 11D – observations recorded every 15 minutes
- EXAMINE: 11G – must occur within 6 hours of release from seclusion (MO)

CHECK

- Dates, times, signatures, names in full, legible
- Full set of appropriate documentation
- Completed in appropriate time frame

VARIATIONS

*11E – EXTENSION: if seclusion > 2 hours (MO)
NOTE: maximum extension per each 11E is 2 hours, will require multiple 11E forms for longer seclusions. Extension order must occur before seclusion order (11A/11B) or previous extension order (11E) expires

*11F – REVOKE: to revoke 11B and cease seclusion

LOCAL SERVICE ADMIN DIRECTIONS

Or email Form copies directly to: monitoring@ocp.wa.gov.au