

River Park Hospital
Round Table Program
Admission criteria check list

- ___ **1. Make Referral:** Lisa Gue (304/526-9183) or to COPES phone (304/526-9111) or (1/800-621-2673).
- ___ **2. Age & Gender:** 12 to 18 (male only).
NOTE: may keep after 18yrs. old if working on treatment issues, admitted 6 months prior to 18th birthday and in state custody.
- ___ **3. Referral packet** should contain placement history, list of current doctors (medical, dental, eye and psychiatrist), medications, information from past placements (i.e. physical, psychosocial, medical history, psychiatric evaluation, psychological evaluation with IQ), information about past and current offending behaviors, victim statements if available.
- ___ **4. Voluntary or Involuntary:** Can admitted as either (does not have to have a court order but court order is preferred).
- ___ **5. Custody:** Can be in parents/family or state custody (need name and phone number).
- ___ **6. IQ** of 70 or higher
- ___ **7. MCMI** needs to be completed by a physician once sex offender assessment is completed and client is deemed appropriate for admission. This needs to be faxed to Lisa Gue (Fax 1-304-526-9140).
- ___ **8. Primary payer** source is Medicaid, once the referral is deemed appropriate for Roundtable program the MCMI, sex offender assessment and psychiatric evaluation (if available) will be faxed by River Park to WVMI for approval for admission.
 - **WVMI Phone Number # 1-304-346-9167. Fax # 1-800-550-1415.**
- ___ **9. After WVMI approval** Lisa Gue needs to be notified and she will schedule admission through the COPES Department.
- ___ **10. Average stay** is 18 months
- ___ **11. OTHER ITEMS REQUIRED AT ADMISSION**
 - BIRTH CERTIFICATE
 - SOCIAL SECURITY CARD
 - IMMUNIZATION RECORDS
 - SCHOOL RECORDS: IEP'S, BEHAVIOR REPORTS, GRADES, WESTEST, ETC.
 - FC40 AND FC40A (IF IN STATE CUSTODY)
 - MEDICAL CARD, INSURANCE INFO. (IF IN FAMILY CUSTODY)
 - MEDICAL & FAMILY HISTORY
 - LIST OF INDIVIDUALS THAT ARE INVOLVED IN TREATMENT AND THEIR PHONE NUMBERS (DOCTORS, LAWYER, PROBATION, FAMILY MEMBERS, JUDGE, AND SOCIAL WORKER, PAST PLACEMENTS, ANY GUARDIANS, CPS WORKER, AND OUTSIDE AGENCIES THAT ARE INVOLVED).