

Level System Access to Care, Property, Activities, and Privileges in Mental Health Units

<u><i>Level 1</i></u>	
1. Structured Therapeutic Services	As required by HSB for level of MH care (TCU, CSU, or CMHTF)
2. Personal Property	Eyeglasses and hearing aids, unless restricted by psychiatrist or psychologist order, with clinical documentation in the health record*
3. Comfort Items	At minimum: toothbrush, toothpaste, bar of soap, towel or paper towels, feminine hygiene products (women), toilet tissue, and medically necessary or prescribed items, unless restricted by psychiatrist or psychologist order.*
4. Opportunity to Shower	At minimum, three times per week
5. Opportunity to Brush Teeth	Daily
6. Clothing	Regular institutional clothing and exchange two times per week, or more frequently when necessary to maintain adequate hygiene or sanitation, unless restricted by psychiatrist or psychologist order.*
7. Bedding & Linen	Same as for general inmate population, except only vinyl or plastic covered mattresses may be used. Linen exchanged two times per week, or more frequently when necessary to maintain adequate hygiene and sanitation, unless restricted by psychiatrist or psychologist order.*
8. Diet and Meals	Representative of food served to the general population unless restricted by Attending Clinician order (See Procedure 401.009).*
9. Eating Utensils	In accordance with Rule 33-204.003 and Procedure 401.009.
10. Canteen	NONE
11. Religious Activities	Spiritual advisors once a week
12. Correspondence	Same as for general inmate population, unless restricted by psychiatrist or psychologist order.*
13. Reading Materials	One paperback book, unless restricted by psychiatrist or psychologist order.*
14. Writing Utensils	NONE
15. Out of cell exercise	In-cell exercise unless at Level 1 beyond 30 days, then minimum of 3 hours per week out-of-cell
16. Telephone Access	NONE
17. Visitation	NONE
18. Dayroom Access	NONE

* Documentation required in the medical record and/or via DC6-229

<u>Level 2</u>	
1. Structured Therapeutic Services	As required by HSB for level of MH care (TCU, CSU, or CMHTF)
2. Personal Property	Stamps, eyeglasses, hearing aids, personal watches, and rings unless restricted by order of psychiatrist or psychologist.*
3. Comfort Items	At minimum: toothbrush, tooth paste, bar of soap, towel or paper towels, feminine hygiene products (women), toilet tissue, and medically necessary or prescribed items unless restricted by psychiatrist or psychologist order.*
4. Opportunity to Shower	At minimum, three times per week
5. Opportunity to Brush Teeth	Daily
6. Clothing	Regular institutional clothing and exchange two times per week or as needed to maintain sanitation; or as restricted by psychiatrist or psychologist order, or in emergent situations during off hours and per Duty Warden.*
7. Bedding & Linen	Same as for general inmate population, except only vinyl or plastic covered mattresses may be used. Linen exchanged 2x per week, or as necessary to maintain adequate hygiene and sanitation; or as restricted by psychiatrist or psychologist order, or in emergent situations during off hours and per Duty Warden.*
8. Diet and Meals	Representative of food served to the general population unless restricted by Attending Clinician order (See Procedure 401.009).*
9. Eating Utensils	In accordance with Rule 33-204.003 and Procedure 401.009.
10. Canteen	In accordance with Rule 33-602.222
11. Religious Activities	Spiritual advisors once a week
12. Correspondence	Same as for general inmate population
13. Reading Materials	In accordance with Rule 33-602.222 or as restricted by psychiatrist or psychologist order, or in emergent situations during off hours and per Duty Warden.*
14. Writing Utensils	In accordance with Rule 33-602.222 or as restricted by psychiatrist or psychologist order, or in emergent situations during off hours and per Duty Warden.*
15. Out of cell exercise	In-cell exercise unless at Level 2 beyond 30 days, thereafter, minimum of 3 hours per week out-of-cell
16. Telephone Access	Only by Warden's or Duty Warden's authorization for emergency situations or to access attorneys or the courts
17. Visitation	Only as specifically authorized in advance by Warden or Warden's designee
18. Dayroom Access	NONE

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<u>Level 3</u>	
1. Structured Therapeutic Services	As required by HSB for level of MH care (TCU, CSU, or CMHTF)
2. Personal Property	Writing and drawing papers, stamps, envelopes, watch, ring, eyeglasses, hearing aids, 1 photograph unless restricted by order of psychiatrist or psychologist.*
3. Comfort Items	At minimum: toothbrush, tooth paste, bar of soap, towel or paper towels, feminine hygiene products (women), toilet tissue, and medically necessary or prescribed items, unless restricted by psychiatrist or psychologist order.*
4. Opportunity to Shower	At minimum, three times per week
5. Opportunity to Brush Teeth	Daily
6. Clothing	Regular institutional clothing and exchange two times per week, or more frequently when necessary to maintain adequate hygiene or sanitation; or as restricted by psychiatrist or psychologist order, or in emergent situations during off hours and per Duty Warden.*
7. Bedding & Linen	Same as for general inmate population, except only vinyl or plastic covered mattresses may be used. Linen exchanged two times per week, or more frequently when necessary to maintain adequate hygiene and sanitation; or as restricted by psychiatrist or psychologist order, or in emergent situations during off hours and per Duty Warden.*
8. Diet and Meals	Representative of food served to the general population unless restricted by Attending Clinician order (See Procedure 401.009).*
9. Eating Utensils	In accordance with Rule 33-204.003 and Procedure 401.009.
10. Canteen	In accordance with Rule 33-602.220
11. Religious Activities	Spiritual advisors once a week
12. Correspondence	Same as general inmate population.
13. Reading Materials	In accordance with Rule 33-602.220 or as restricted by psychiatrist or psychologist order, or in emergent situations during off hours and per Duty Warden. *
14. Writing Utensils	In accordance with Rule 33-602.220 or as restricted by psychiatrist or psychologist order, or in emergent situations during off hours and per Duty Warden. *
15. Out of cell exercise	In-cell exercise unless at Level 3 beyond 30 days; thereafter, minimum of 3 hours per week out-of-cell
16. Telephone Access	Only by Warden's or Duty Warden's authorization for emergency situations or to access attorneys or the courts
17. Visitation	Only as specifically authorized in advance by Warden or Warden's designee
18. Dayroom Access	NONE

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<u>Level 4</u>	
1. Structured Therapeutic Services	As required by HSB for level of MH care (TCU, CSU, or CMHTF)
2. Personal Property	Writing and drawing papers, stamps, envelopes, watch, ring, eyeglasses, hearing aids, 2 photographs.
3. Comfort Items	At minimum: toothbrush, tooth paste, bar of soap, towel or paper towels, feminine hygiene products (women), toilet tissue, and medically necessary or prescribed items.
4. Opportunity to Shower	Daily
5. Opportunity to Brush Teeth	Daily
6. Clothing	Regular institutional clothing and exchange two times per week, or more frequently when necessary to maintain adequate hygiene or sanitation.
7. Bedding & Linen	Same as for general inmate population, except only vinyl or plastic covered mattresses may be used. Linen exchanged two times per week, or more frequently when necessary to maintain adequate hygiene and sanitation
8. Diet and Meals	In accordance with Rule 33-204.003 and Procedure 401.009.
9. Eating Utensils	In accordance with Rule 33-204.003 and Procedure 401.009.
10. Canteen	Once per week; 2 non-food items and 2 food items
11. Religious Activities	Spiritual advisors once a week; attend religious service once every other week, with approval by MDST consensus
12. Correspondence	Same as general inmate population.
13. Reading Materials	3 paperback books and 1 newspaper
14. Writing Utensils	Security pen
15. Out of cell exercise	3 hours per week
16. Telephone Access	Two times per week
17. Visitation	1 x per week
18. Dayroom Access	3 hours per week.

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<u><i>Level 5</i></u>	
1. Structured Therapeutic Services	As required by HSB for level of MH care (TCU, CSU, or CMHTF)
2. Personal Property	Writing and drawing papers, stamps, envelopes, watch, ring, eyeglasses, hearing aids, 6 photographs, radio – EXCEPTION: NO RADIO ON CSU
3. Comfort Items	At minimum: toothbrush, tooth paste, bar of soap, towel or paper towels, feminine hygiene products (women), toilet tissue, and medically necessary or prescribed items.
4. Opportunity to Shower	Daily
5. Opportunity to Brush Teeth	Daily
6. Clothing	Regular institutional clothing and exchange two times per week, or more frequently when necessary to maintain adequate hygiene or sanitation
7. Bedding & Linen	Same as for general inmate population, except only vinyl or plastic covered mattresses may be used. Linen exchanged two times per week, or more frequently when necessary to maintain adequate hygiene and sanitation
8. Diet and Meals	In accordance with Rule 33-204.003 and Procedure 401.009.
9. Eating Utensils	In accordance with Rule 33-204.003 and Procedure 401.009.
10. Canteen	Twice per week; 2 non-food items and 2 food items
11. Religious Activities	Spiritual advisors once a week; attend religious service once per week, with approval by MDST consensus
12. Correspondence	Same as general inmate population.
13. Reading Materials	3 paperback books, 1 newspaper and 1 magazine subscription
14. Writing Utensils	Maximum of two Security pens
15. Out of cell exercise	5 hours per week
16. Telephone Access	Daily
17. Visitation	1 x per week, with additional visits as approved by MDST and authorized by the Warden or Warden's designee
18. Dayroom Access	5 hours per week.
19. Work Assignment	As determined to be clinically appropriate by MDST consensus

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