

# ADMISSIONS UNDER CHAPTER 611

## Direct Care and Treatment

Issue Date: December 9, 2025

Effective Date: December 23, 2025

DCT Policy Number: 210-1005

**POLICY:**

Direct Care and Treatment (DCT) programs serving clients who are admitted under Minn. Ch. 611 ensure the appropriate application of admission procedures when admitting clients.

**AUTHORITY:**

[Minn. Stat. § 611.40-59](#)

Joint Commission Hospital Standard PC.01.01.01

Minn. R. of Crim. P., R.20 (Mentally Ill or Cognitively Impaired Defendants)

[Minn. Stat. § 253B.04 \(Voluntary Treatment and Admission Procedure\)](#)

[Minn. Stat. § 253B.10 \(Procedures Upon Commitment\)](#)

**APPLICABILITY:**

DCT-wide, excluding Outpatient Services and the Minnesota Sex Offender Program (MSOP)

**PURPOSE:**

To establish admission procedures and timelines for admissions to DCT Chapter 611 programs and DCT facilities serving individuals referred under [Minn. Stat. 611.40-59](#).

**DEFINITIONS:**

DCT Chapter 611 Program – programs operated by DCT that are also certified as competency attainment programs under [Minn. Stat. § 611.58](#) and accept admissions under Minn. Ch. 611, namely the Anoka Metro Regional Treatment Center (AMRTC).

Forensic Navigator – an individual identified by a criminal court to act as a liaison and guide for a client subject to criminal charges where competency to stand trial is at issue in a given case or cases.

**PROCEDURES:**

A. Admission Criteria – If a client:

1. has been found incompetent by a criminal court to stand trial on gross misdemeanor or felony charges in a written order finding the individual incompetent under [Minn. Stat. 611.45, Subd. 1 \(c\)](#);
2. has a criminal court order finding the client incompetent authorizing the client to participate in a competency attainment program-in a state-operated, locked residential or inpatient treatment program which includes an identified custody credit release date pursuant to Minn. Stat. 611.46, Subd. 1 (b); and
3. is clinically appropriate for a DCT program.

B. Referrals for Admission under Chapter 611

1. Referrals for admission under chapter 611 may, but are not required to, be made using the [Request for Admission to a DCT 611 Program \(DHS-7457\)](#) form.
2. All referrals or court orders seeking admission under chapter 611 will be directed to Central Pre-Admissions (CPA).

- a) CPA reviews all information and records available to assess if the client referred meets the above admission criteria.
  - b) CPA confers with the General Counsel's Office (GCO) and DCT medical leadership as needed in making this assessment.
3. The Competency Attainment Medical Director or designee makes a determination regarding whether a client is clinically appropriate for a DCT Chapter 611 Program or alternative program upon receipt of a request for admission.
  - a) In cases where the request for admission does not contain adequate supporting records to demonstrate eligibility for a program, a decision will be made upon receipt of additional necessary records.
  - b) The Competency Attainment Medical Director or designee retains the right to request and review updated referral records and reconsider if a client is clinically appropriate for a DCT chapter 611 program at any time prior to the client's admission.
4. The Competency Attainment Medical Director or a designated medical director makes the final determination regarding whether a client is clinically appropriate for admission to a DCT Chapter 611 program. Clients who are not clinically appropriate for admission or do not meet criteria in procedures C of this policy will not be admitted under Chapter 611.
5. Upon a determination by the Competency Attainment Medical Director or a designated medical director that a client is clinically appropriate for admission and meets all other admission criteria identified in Procedures A of this policy, the medical director will notify CPA that the admission is approved.
  - a) The Competency Attainment Medical Director or designated medical director will complete the Admission Framework review for the referral, and CPA will prioritize the referral under 253B.10 accordingly.
  - b) The Competency Attainment Medical Director or designated medical director will complete the [611 Admission Review And Notice of Appropriate Program Under Minn. Stat. 253B.10 \(DHS-7448\)](#). CPA staff will consult with the GCO as necessary and e-file the completed [611 Admission Review and Notice of Appropriate Program Under Minn Stat. 253B.10 \(DHS-7448\)](#) with the appropriate court within four days following the determination of which program is appropriate for the person.
  - c) When a medically appropriate bed is available for the client, CPA will notify the referrer and forensic navigator if applicable, to ensure that DCT has a criminal court order ordering the client to a locked DCT program which includes an identified custody credit release date pursuant to Minn. Stat. 611.46, Subd. 1 (b); if not already part of the record.
  - d) CPA staff will work with the assigned Forensic Navigator, court staff, jail staff, and other involved parties as needed to facilitate the admission.
6. Upon a determination by the Competency Attainment Medical Director or a designated medical director that a client is not clinically appropriate for admission, does not meet all other admission criteria identified in Procedures A of this policy, or is ineligible for admission under Chapter 611 according to section C below, the medical director will notify CPA staff that the admission is declined and the basis for declining.

- a) The Competency Attainment Medical Director or designated medical director will complete the [611 Admission Review And Notice of Appropriate Program Under Minn. Stat. 253B.10 \(DHS-7448\)](#), indicating admission has been declined.
- b) CPA staff will e-file the completed [611 Admission Review And Notice of Appropriate Program Under Minn. Stat. 253B.10 \(DHS-7448\)](#) with the court.

C. Clients not eligible for admission under chapter 611 under this policy include clients:

1. found incompetent to stand trial only on misdemeanor charges;
2. found by a criminal court not to have a substantial probability of attaining competency within the foreseeable future;
3. whose criminal charges have been dismissed;
4. found incompetent to stand trial on criminal charges under Chapter 611, but there is not a written court order documenting the incompetency finding;
5. seeking voluntary admission, including admission by a guardian; and
6. who are not clinically appropriate for a DCT program.

D. Clients with a 611 Incompetency Order and Civil Commitment Order

1. Clients' admissions will be reviewed according to whichever type of order CPA receives first.
2. If CPA receives a 611 referral for someone already subject to commitment, CPA will follow the steps in Procedures B of this policy to process the admission.
  - a) If staff become aware that a client becomes subject to an incompetency finding after admission to DCT, staff will inform CPA.
  - b) If CPA receives a 611 referral for a current client, CPA will follow the steps in Procedures B of this policy to process the referral.
3. If CPA receives a commitment order for someone already subject to a 611 order, CPA will also process the referral as a commitment.

E. Upon admission, the Commitment Coordination Team (Health Information Management Services (HIMS) will designate if a client is a client admitted under Chapter 611 in Avatar. If a client is accepted as a 611 referral following their admission, CPA will notify the Commitment Coordination Team who will update the client's 611 status in Avatar. HIMS staff will notify the Competency Coordinator Supervisor any time a current Mental Health and Substance Abuse Treatment Services (MHSATS) admission acquires a 611 status.

**REVIEW:**

[Biennially](#)

**REFERENCES:**

[DCT Policy 210-1010, "Pre-Admission Process"](#)  
[Request for Admission to a DCT 611 Program \(DHS-7457\)](#)  
[DCT Chapter 611 Admission Review \(DHS-7448\)](#)

**ATTACHMENTS:**

None

**SUPERSESSION:**

DCT Policy 210-1005, "Admissions Under Chapter 611", December 10, 2024

/s/ 

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/s/ 

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