

COMMUNITY PREPARATION SERVICES DEATH RELATED VISITS

Minnesota Sex Offender Program

Issue Date: 6/2/20 Effective Date: 6/2/20 Policy Number: 225-5190

POLICY: A Minnesota Sex Offender Program (MSOP) Community Preparation Services (CPS) client may request to attend a deathbed/death-related visit of an immediate family member or identified support. CPS clients may also request to attend a visitation or funeral event of a deceased immediate family member or identified support.

AUTHORITY: Minn. Stat. § 246.014, subd. (d)

APPLICABILITY: MSOP, CPS.

PURPOSE: To outline procedures for deathbed/death-related visits in the community.

DEFINITIONS: None

PROCEDURES:

A. Deathbed/Death-Related Visits

1. Clients discuss their request to attend a deathbed/death-related visit with their primary therapist and during their core group. If the client cannot discuss the request before the event occurs, the client discusses it with his/her core group after the event.
2. Clients may submit a Client Request (420-5099a) to attend either a deathbed or death-related visit of an immediate family member (refer to MSOP Division Policy 225-5160 "Community Preparation Services Client Visits" definition of "visitor") to the CPS operations supervisor/designee. The CPS Director may approve visits to individuals who are not an immediate family member.
3. The CPS operations supervisor/designee reviews the Client Request (420-5099a) with the CPS clinical supervisor and the client's primary therapist. If the request is supported, the CPS operations supervisor meets with the client and obtains information for the Death/Death Related Visit Authorization (415-5091a).
4. Deathbed/death-related visits may only occur at a licensed health care facility or licensed funeral establishment in Minnesota. The CPS Director may approve visits to non-licensed facilities for clients in Demonstrating Change Across Settings or Re-Entry Stage of the CPS Program Design (225-5020a). Clients request this type of visit per MSOP Division Policy 225-5160, "CPS Client Visits." Immediate family members of the individual being visited must support the client's attendance.
5. After the client submits the Client Request (420-5099a), the CPS operations supervisor/designee consults with the Office of Special Investigations (OSI) to determine if there are concerns with the client attending the deathbed/death-related visit. The CPS operations supervisor notes any OSI concerns on the Death/Death Related Visit Authorization (415-5091a).

6. The CPS operations supervisor/designee completes and verifies the information on the Death/Death Related Visit Authorization (415-5091a) and sends the completed form to the CPS Operations Manager/designee and the CPS Associate Clinical Director (ACD) to review. If the CPS Operations Manager/designee or CPS ACD identify clinical or security concerns regarding the deathbed or death-related visit, they consult with the CPS Director.
7. The CPS Operations Manager/designee forwards the Death/Death Related Visit Authorization (415-5091a) to the CPS Director for final approval. The CPS Director considers the following when reviewing the request
 - a) client's relationship to the deceased;
 - b) role of the deceased in client's life;
 - c) role of deceased in client's treatment;
 - d) client's current treatment needs;
 - e) relationship with others who may be present at the deathbed/death-related visit;
 - f) role of others who may be present at the deathbed/death-related visit in client's treatment;
 - g) impact of client's attendance at deathbed/death-related visit on others who may be present;
 - h) presence of victims;
 - i) presence of attendees similar to client's victims;
 - j) impact of client's attendance on community and general public;
 - k) impact of client's attendance on others who may choose not to attend due to client's attendance;
 - l) client's cooperation's with rules and supervision; and
 - m) client's willingness to discuss deathbed/death-related visit prior to and following the visit.
8. The CPS Director/designee forwards the Death/Death Related Visit Authorization (415-5091a) to the CPS operations supervisor/designee, who notifies the client of the final disposition of the request.
9. If the death-related visit is approved, the CPS operations supervisor puts the completed Death/Death Related Visit Authorization (415-5091a) in the off-campus outings book in the security counselor station. Staffing ratios are determined in accordance with MSOP Division Policy 225-5020, "Client Liberties" and are documented in Phoenix.
10. The CPS operations supervisor provides a copy of the Death/Death Related Visit Authorization (415-5091a) to the CPS Management Analyst, who then schedules the client GPS base schedule (see MSOP Division Security Policy 225-5130, "Global Positioning System").
11. Prior to Leaving the Facility:
 - a) Assigned staff review the Death/Death Related Visit Authorization (415-5091a) and review all supervision expectations with the client.
 - b) Assigned staff and the client complete the Off-Campus Pre-Briefing Form (225-5122d) (see MSOP Division Policy 225-5122, "CPS Off-Campus Transports").
12. Assigned staff follow the expectations of MSOP Division Policy 415-5090, "Transports" for escorting clients living at CPS on a death/death-related visit.
13. Upon return from the deathbed/death-related visit, assigned staff complete the Off-Campus Post-Debriefing Form (225-5122e) and the client completes the Client Self-Assessment Post-

Debriefing Form (225-5122f) as outlined in MSOP Division Policy 225-5122, “CPS Off-Campus Transports.”

B. Video Visit

1. A client may substitute a video visit instead of a physical transport for either a deathbed or death-related visit as outlined in MSOP Division Policy 420-5107, “Video Visiting.” This includes situations where a transport would not be approved due to the location of the requested deathbed/death-related visit.
2. An approved video visit is not in addition to an in-person visit.

C. Visit Termination – the escorting staff may terminate the visit at any time if they determine that the safety of the community, staff or client may be at risk.

REVIEW: Annually

REFERENCES: MSOP Division Policy 415-5090, “Transports”
MSOP Division Policy 225-5160, “CPS Client Visits”
MSOP Division Policy 225-5020, “Client Liberties”
MSOP Division Security Policy 225-5130, “Global Positioning System”
MSOP Division Policy 225-5122, “CPS Off-Campus Transports”
MSOP Division Policy 420-5107, “Video Visiting”

ATTACHMENTS: Death/Death Related Visit Authorization (415-5091a)
Off-Campus Pre-Briefing Form (225-5122d)
Off-Campus Post-Debriefing Form (225-5122e)
Client Self-Assessment Post-Debriefing Form (225-5122f)
CPS Program Design (225-5020a)

SUPERSESSON: MSOP Division Policy 225-5190, “Community Preparation Services – Death Related Visits,” 1/17/19.
All facility procedures, memos, or other communications whether verbal, written, or transmitted by electronic means regarding this topic.

/s/
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