

COMMUNITY PREPARATION SERVICES DEATH RELATED VISITS

Minnesota Sex Offender Program

Issue Date: 1/17/19 Effective Date: 1/17/19 Policy Number: 225-5190

POLICY: A Community Preparation Services (CPS) client may be allowed to attend a deathbed/death-related visit of an immediate family member or identified support, or to participate in the visitation or funeral events of a deceased immediate family member or identified support.

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

APPLICABILITY: Minnesota Sex Offender Program (MSOP) CPS.

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

DEFINITIONS:

Deathbed visit - a visit with a terminally ill member of the client's immediate family.

PROCEDURES:

A. Death and Death Bed Visits

1. Clients discuss their request to attend a deathbed/death-related visit with their primary therapist and during their core group.
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. The CPS Director may approve visits to individuals who are not an immediate family member.
3. The CPS operations supervisor 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 CPS Death/Death Related Visit Authorization (225-5190a).
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. Immediate family members must support the client's attendance.
5. After obtaining information from the client for the CPS Death/Death Related Visit Authorization (225-5190a), the CPS operations supervisor 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 CPS Death/Death Related Visit Authorization (225-5190a).
6. The CPS operations supervisor completes and verifies the information on the CPS Death/Death Related Visit Authorization (225-5190a) and sends the completed form to the CPS Operations Manager/designee to review. If the CPS Operations Manager/designee identifies security concerns regarding the deathbed or death-related visit, he/she consults with the CPS Director.

7. The CPS Operations Manager/designee forwards the CPS Death/Death Related Visit Authorization (225-5190a) 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 death/death related visit;
 - f) role of others who may be present at the death/death related visit in client's treatment;
 - g) impact of client's attendance at death/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 death/death related visit prior to and following the visit.
 8. If approved, the CPS Director/designee forwards the CPS Death/Death Related Visit Authorization (225-5190a) to the CPS operations supervisor/designee, who notifies the client of the final disposition of the request.
 9. The CPS operations supervisor puts the completed CPS Death/Death Related Visit Authorization (225-5190a) 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 notifies the GPS administrator/designee with the details of the death/death-related visit to schedule the client GPS base schedule (see MSOP Division Security Policy 225-5130, "Global Positioning System").
 11. Assigned staff review the CPS Death/Death Related Visit Authorization (225-5190a) prior to leaving the facility and review all supervision expectations with the client.
 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.
- B. 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.
- C. The CPS Director may approve exceptions to this policy.

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"

ATTACHMENTS: CPS Death/Death Related Visit Authorization (225-5190a)

SUPERSESION: MSOP Division Policy 225-5190, “Community Preparation Services – Death Related Visits,” 9/1/15.

All facility procedures, memos, or other communications whether verbal, written, or transmitted by electronic means regarding this topic.

/s/

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Minnesota Sex Offender Program