

# DEATHBED/DEATH RELATED VISIT

## Minnesota Sex Offender Program

Issue Date: 7/3/18                      Effective Date: 8/7/18                      Policy Number: 415-5091

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**POLICY:** Minnesota Sex Offender Program (MSOP) staff verify all requests for a deathbed or death related visit, complete necessary documentation and forward to the appropriate facility director/designee for final approval.

**AUTHORITY:** Minn. Rule 9515.3040, Subp. 2; Minn.Stat. § 246.014, subd. (d).

**APPLICABILITY:** MSOP, program-wide, excluding Community Preparation Services (CPS)

**PURPOSE:** To provide a process for clients to request and obtain approval for a deathbed or death related visit.

**DEFINITIONS:** None

### PROCEDURES:

- A. Clients may request to attend either a deathbed or death-related visit of an immediate family member. (Refer to MSOP Division Policy 420-5100, "Visiting.") The facility clinical director may approve visits to individuals who are not an immediate family member. The length of visit will not exceed two hours.
1. The client submits a Client Request Form (420-5099a) to the client's primary therapist/designee for initial review and consultation with the clinical supervisor. Due to time constraints, the client may request to speak to the client's primary therapist/designee in lieu of submitting a Client Request Form (420-5099a).
  2. Once the primary therapist/designee reviews the request, he/she meets with the client to provide support, obtains additional details regarding the relationship and documents on the Death/Death Related Visit Authorization Form (415-5091a). The primary therapist then forwards the form to a client rights coordinator.
  3. The client rights coordinator completes and verifies the Death/Death Related Visit Authorization Form (415-5091a) and sends it to the facility security director/designee for review.
  4. If the facility security director/designee identifies security concerns regarding the deathbed or death-related visit, he/she consults with the facility director and facility clinical director.
  5. If approved, the facility security director/designee forwards the Death/Death Related Visit Authorization Form to the officer of the day (OD) to coordinate the transport (refer to MSOP Division Policy 415-5090, "Transports"). Once the transport information is confirmed, the facility security director/designee forwards the form to the facility director/designee for signature.
  6. If denied, the facility security director/designee contacts the client's primary therapist with rationale for the denial.

- 7. The primary therapist/designee notifies the client of the final disposition of the request and provides ongoing support to the client as necessary.
  
- B. Deathbed/death-related visits may only occur at licensed health care facilities or licensed funeral establishments in Minnesota. Deathbed/death-related visits are not public events and will not be scheduled to coincide with any public or family memorial activity or event held at that site. Outside visitors are not allowed to be present during these visits.
  
- C. Clients with Approved Liberties Outside the Secure Perimeter (see MSOP Division Policy 225-5020, "CPS Client Liberties")  
A client may request attendance at a funeral of an immediate family member of the client and such request is considered on an individual basis. Immediate family members must support the client's attendance. Clients may request to have preapproved visitors present during deathbed/death-related visits.
  
- D. Visit Termination  
Staff may terminate an approved deathbed/death-related visit or funeral attendance any time if the escorting staff determine the safety of the community, staff, or client may be at risk.
  
- E. The facility director may approve exceptions to this policy, in consultation with the facility clinical director.

**REVIEW:** Annually

**REFERENCES:** MSOP Division Policy 415-5090, "Transports"  
MSOP Division Policy 420-5100, "Visiting"  
MSOP Division Policy 225-5160, "CPS Client Visits"  
MSOP Division Policy 225-5020, "CPS Client Liberties"

**ATTACHMENTS:** Death/Death Related Visit Authorization (415-5091a)  
Client Request Form (420-5099a)

**SUPERSESSON:** MSOP Division Policy 415-5091, "Deathbed/Death Related Visit," 8/2/16.  
All facility policies, memos, or other communications whether verbal, written, or transmitted by electronic means regarding this topic.

/s/  
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Minnesota Sex Offender Program