Community Referral Screening Flow Chart

Community Referral
(hospital, group home, adult family member, roommate, physician, treatment guardian)

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Referral Form is submitted to service provider via email or fax

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Service Provider receives Referral Form and follows up to complete **Screening Checklist** within 2 business days

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If meets AOT criteria, Service Provider schedules **Evaluation with Qualified Professional** within 5 business days of Initial Referral

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If Eligible, Complete **Affidavit of Qualified Professional**

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Schedule **Treatment Team Meeting**

Schedule Meeting to happen as soon as possible (same day whenever feasible)
Invite:
AOT Participant
Current Provider (if any)
Family or other support
Guardian (if any)
Respondent's Attorney

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Complete **Written Treatment Plan** for the Court and provide to Petitioning Attorney

-Plan must be reviewed/signed by QP who met with AOT participant
-Petitioning Attorney files plan with Court prior to hearing, if possible, and provides copy to Respondent's Attorney

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Hearing at District Court

-Set within 3-7 day of petition being filed
-QP provides testimony in support of the affidavit that the Respondent meets all criteria for AOT
-Clinical Provider, Treatment Guardian, if any, AOT Program Manager, AOT Case Manager, Court Case Manager attend Hearing

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Is AOT Ordered?

— Yes → Begin Court Ordered Services

— No → Refer to voluntary outpatient services
— No → File Documents for Tracking and Evaluation

Side branches:

If QP does not recommend AOT →
- Refer to voluntary outpatient services
- File Documents for Tracking and Evaluation

Not Eligible →
- Refer to voluntary outpatient services
- File Referral Form for Tracking and Evaluation

Notify Petitioning Attorney via Email
Include: affidavit, evaluation, and screening checklist

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Within 10 days of Evaluation, file Petition, Affidavit, Qualified Protective Order

Serve copy of Petition, Notice of Appointment & Hearing:
Petitioner
Respondent & Attorney
Qualified Professional
Current Provider (if any)
Guardian (if any)
Surrogate (if any)