

# POLICY AND PROCEDURE

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## REACH for Tomorrow

### Minimum Group Size and Participation Policy

#### Partial Hospitalization Program (PHP)

Effective Date: 08/15/2025

Approved By: Director of Medical and Clinical Services

Review Schedule: Annually or as Needed

Applies To: All Programs — Outpatient MH/SUD, IOP, PHP, and Integrated Primary Care/Behavioral Health

### Purpose

To establish standards for therapeutic group size and participation expectations within the Partial Hospitalization Program (PHP). Appropriate group size supports effective therapeutic interaction, individualized attention, and meaningful participation while maintaining program structure and clinical integrity.

### Policy

The Partial Hospitalization Program provides structured therapeutic groups as a core component of treatment. Group size and participation are managed to ensure that services remain clinically effective, safe, and consistent with recovery-oriented care principles.

Group sessions are facilitated in a manner that promotes engagement, therapeutic interaction, and skill development for all individuals served.

### Minimum Group Size

Therapeutic groups may be conducted with a minimum of two (2) individuals served when clinically appropriate.

If only one individual is present for a scheduled group session, the clinician may provide an alternative therapeutic service such as:

- Individual therapy
- Individual skills training

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- Psychoeducation
- Care coordination or clinical check-in

The service provided must be documented appropriately in the clinical record.

### Maximum Group Size

Group size should remain small enough to allow effective clinical interaction and monitoring.

When determining group size, staff consider:

- Clinical acuity of participants
- Therapeutic modality
- Safety and behavioral considerations
- Ability of the facilitator to maintain therapeutic engagement

Programs may establish internal guidelines to maintain therapeutic effectiveness and appropriate staff-to-participant ratios.

### Participation Expectations

Individuals enrolled in PHP are expected to actively participate in therapeutic programming as part of their treatment plan.

Participation may include:

- Attending scheduled group sessions
- Engaging in therapeutic discussions
- Completing skill-building exercises
- Practicing coping strategies
- Participating respectfully with peers

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### Staff Responsibilities

Group facilitators are responsible for:

- Encouraging participation in a supportive and trauma-informed manner
- Managing group dynamics to ensure emotional and physical safety
- Providing opportunities for each participant to contribute
- Addressing barriers to participation
- Redirecting disruptive behavior when necessary

### Non-Participation or Attendance Concerns

If an individual demonstrates ongoing difficulty participating in groups, clinical staff will:

- Assess barriers to engagement
- Provide supportive interventions
- Adjust therapeutic approaches when appropriate
- Address participation concerns within the treatment plan

Persistent non-participation may prompt clinical reassessment of treatment needs or level of care.

### Documentation Requirements

Group participation and attendance must be documented in the electronic health record and include:

- Date and time of service
- Group topic or intervention

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- Individuals present
- Level of participation
- Clinical observations relevant to treatment goals

### **Quality Monitoring**

Group participation and program engagement may be reviewed through quality assurance activities to ensure that group programming remains clinically effective and consistent with program standards.