



Team Meetings

POLICY:

It is the policy of Brightlife Enhancement Services that all clients attain the highest standard of care to facilitate and enhance their ability to maintain qualitative lifelong wellness. In order to effectively provide this service, Brightlife Enhancement Services seeks qualified counseling/therapy service providers, professional contract agents and Medical/ Psychological/Psychiatric and other specialized Professionals to provide the most up to date and optimal services for its clients. These personnel may include: Counselors, Social Workers, Therapists, Physicians/Psychiatrists/ Psychologists, Nurses, referral agents, Administrative and Office personnel who come from many multi-faceted diverse backgrounds beliefs and cultures.

It is Brightlife Enhancement Services philosophy that through effective communication and treatment management, the client can best benefit from these service providers' attention. Therefore, the Treatment Team assumes authority in clinical decisions over any individual counselor's decision. Brightlife Enhancement Services has thus established the following procedure.

PROCEDURES:

The Clinical Director or Rehabilitation Specialist is responsible for facilitating, documenting and ensuring that weekly staff meetings are held to clinically manage each client's care and assist in the design and implementation of individualized treatment planning, oversee progress, discuss transition planning, and identify/address further client related needs and services.

The Treatment Team shall consist of all Brightlife Enhancement Services counselors, clinical staff and contract employees.

Further, to promote open and effective communication throughout Brightlife Enhancement Services spectrum of services, any agency wide changes and/or needs will be separately addressed in this forum.

All documentation of meetings shall be kept in the Treatment Team Notebook located in the Administrative office. Notes on individual clients shall be documented accordingly in their progress notes section.

All staff members shall be informed of the Treatment Team meeting times upon initial hire, and thereafter if changes are made.