



SOUTHERN NEVADA COMMUNITY HEALTH CENTER POLICY AND PROCEDURE

AT THE SOUTHERN NEVADA HEALTH DISTRICT

DIVISION:	Administration	NUMBER(s):	CHCA-005
PROGRAM:	Clinical Services - FQHC	VERSION:	1.03
TITLE:	Behavioral Health Crisis Event and Security Communication Policy and Procedure	PAGE:	1 of 3
DESCRIPTION:	Process for handling patients experiencing a mental health crisis and in need of immediate need of inpatient treatment.	EFFECTIVE DATE:	
APPROVED BY: CHIEF EXECUTIVE OFFICER- FQHC:		REPLACES: Version 1, dated 6/18/2022 Version 2, dated 11/18/2025	
Randy Smith, MPA	Date		

I. PURPOSE

To provide timely and appropriate response in the event of an immediate behavioral health crisis or security need in Behavioral Health (BH) Clinic. To streamline communication between BH staff and Security to ensure safety for patients and staff.

II. SCOPE

Applies to Workforce members that provide Behavioral Health services to individuals/groups at Southern Nevada Community Health Center (SNCHC), including other Workforce members, visitors and patients.

III. POLICY

The SNCHC is committed to providing a timely and appropriate response to those in need of immediate medical care or attention due to a behavioral health crisis.

IV. PROCEDURE

A. BH Crisis Emergency

1. This emergency does not fall under Medical Emergency Response policy (CS-ADM-001-C). The patient is experiencing a mental health crisis and is in immediate need of inpatient treatment/higher level of care. The patient presents as non-disruptive and has had a conversation with the mental health provider that they are willing to go to the hospital.
 - a. BH Provider will remain with the patient and call extension 1130 to alert security

of the behavioral health crisis and that emergency personnel will be called to respond

- b. BH Provider will call 911.
- c. BH Provider will remain with the patient, and text/call CHN Manager. BH Provider will leave door cracked open for when Security Personnel arrive.
- d. SNHD Security Personnel will respond to the location to manage the environment and provide security and safety.
- e. Security Personnel will direct emergency personnel to the location. Upon arrival of emergency personnel, BH Provider will provide the necessary information pertaining to the crisis.
- f. BH Provider/Team will contact designated family and/or significant others, if applicable (with appropriate release of information forms signed) and provide the necessary information about transport and admission. BH provider will document in the patient record relevant clinical information. BH provider will complete FQHC Incident Report and alert Medical Director of the incident.
- g. BH Team/provider will conduct a debrief/safety huddle with all appropriate parties in order to support safe and effective behavioral health services.
- h. BH Provider will follow-up with patient as clinically appropriate.

B. Panic Button

- a. If a patient presents as disruptive/aggressive and is a safety risk to themselves/others, the BH Provider will activate the panic button.
- b. Security Personnel and CHN Manager will receive the following text message. "Interview Room X. (Ext. XXXX) at FQHC area needs immediate help! An incident has occurred that requires immediate action by SNHD Security at (location name). Please take appropriate measures."
- c. Security Personnel will respond to the location and manage the environment.
- d. Security Personnel will attempt to deescalate the situation. If necessary, BH provider will call 911. Should a patient meet criteria for a mental health crisis hold, the form will be completed by the licensed mental health BH provider and given to emergency personnel for transport. A copy of the form will be scanned into the patient record. In addition, the BH provider will document in the patient record any additional relevant clinical information. If the patient is a minor, attempts to obtain consent from their parent or legal guardian will be made by the BH provider and will be documented in the patient's record.
- e. BH Provider will follow-up with patient as clinically appropriate. BH provider will complete FQHC Incident Report.

C. Communication between BH/security

- a. Regular communication will be established between BH and Security Personnel by way of morning daily huddles (as needed) should there be any known patient concerns who are scheduled for the day or as needed throughout regular business hours to discuss any concerning trends in the clinic pertaining to BH patients, staff, etc.
- b. When panic button is not needed, but “mild” security presence is requested, BH provider to call extension 1130 and state “Have you seen the green folder? I believe it’s in room 1.”

Additional Sections

Not Applicable

Acronyms/Definitions

Not Applicable

V. REFERENCES

Not Applicable

VI. DIRECT RELATED INQUIRIES TO

Behavioral Health Manager

HISTORY TABLE

Table 1: History

Version/Section	Effective Date	Change Made
Version 3		1. Replaced Dr. Blue Bird with Medical Emergency Response and updated the procedures.
Version 2	11/18/2025	2. Under BH Crisis Emergency, added instructions for Security Personnel (1-c) and Medical Director involvement (1-f).
Version 1	06/18/2024	1. Updated policy name. 2. Revised content as appropriate and updated the procedure.
Version 0	8/29/2022	First issuance

VII. ATTACHMENTS

Attachment No. CHCA-005 ATT-1, FQHC Incident Report

Attachment No. CHCA-005 ATT-2, Nevada Mental Health Crisis Packet for Adult and Minor