

DEATHBED/DEATH RELATED VISIT

Minnesota Sex Offender Program

Issue Date: 4/5/22

Effective Date: 5/3/22

Policy Number: 415-5091

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, but not both. (Refer to MSOP Division Policy 420-5100, "Visiting.") The facility clinical director in consultation with the facility director may approve visits for individuals who are not an immediate family member. The length of visit will not exceed two hours.
1. The client submits a Client Request (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 (420-5099a).
 2. Once the primary therapist/designee reviews the request, the primary therapist meets with the client to provide support, obtains additional details regarding the relationship and completes the identified sections on the Death/Death Related Visit Authorization (415-5091a). The primary therapist then forwards the form to the facility security program manager/designee.
 3. The facility security program manager/designee ensures completion and verification of the Death/Death Related Visit Authorization (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, the facility security director/designee consults with the facility director and facility clinical director.
 5. If approved, the facility security director/designee forwards the Death/Death Related Visit Authorization (415-5091a) to the facility 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. The facility security program manager/designee contacts the client's primary therapist with the final disposition of the request, omitting any transport details if applicable.

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. Approved Deathbed/Death-Related Visits

1. MSOP only transports clients to deathbed/death-related visits at licensed health care facilities or licensed funeral establishments in Minnesota.
2. Client deathbed/death-related visits are not public events and are not scheduled to coincide with any public or family memorial activity or event held at that site.
3. Outside visitors are not allowed to be present during these visits.

C. Video Visit (refer to MSOP Division Policy 420-5107, "Video Visiting")

1. A client may substitute a video visit instead of a physical transport for either the deathbed/death-related visit as outlined in MSOP Division Policy 420-5107, "Video Visiting." This includes situations where a transport would not be approved due to the location of the requested deathbed/death-related visit.
2. Video visits follow the request/approval process outlined in section A above.
3. An approved video visit is not in addition to an in-person visit.

D. Funeral/Memorial Service Viewing

1. A client may substitute a funeral/memorial service viewing from the internet instead of a physical transport or video visit for either the deathbed/death-related visit of an immediate family member (refer to MSOP Division Policy 420-5100, "Visiting"). The facility clinical director, in consultation with the facility director, may approve a funeral/memorial service viewing for an individual who is not an immediate family member.
2. The funeral/memorial service must be actively posted on a public website to be viewed and must be within 30 days of the funeral/memorial service. Family permission is not required for the client to view the funeral/memorial service.
3. The client submits a Client Request (420-5099a) to the client's primary therapist/designee for initial review. Due to time constraints, the client may request to speak to the client's primary therapist/designee in lieu of submitting a Client Request (420-5099a).
4. Once the primary therapist/designee reviews the request, the primary therapist meets with the client to provide support, obtains additional details regarding the relationship and consults with the clinical supervisor for approval or denial. If the request is denied, the primary therapist/designee informs the client. If the request is approved, the primary therapist/designee forwards the request to a client resource coordinator (CRC).
5. The CRC makes arrangements for the client to view the funeral/memorial service from the internet and remains with the client during the viewing. The CRC operates the computer and may only access the funeral website with the client in the room. The client is not allowed to touch the equipment when viewing the funeral/memorial service. The CRC documents the viewing via an Incident Report (410-5300a).

- 6. The primary therapist/designee meets with the client after the viewing to provide clinical follow-up.
- E. Clients with approved liberties outside the secure perimeter requesting to attend the funeral of an immediate family member must follow the procedure outlined in section A above. Clients may request to have preapproved visitors present during deathbed/death-related visits (see MSOP Division Policy 225-5020, "CPS Client Stages and Liberties").
- F. 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.
- G. The facility director, in consultation with the facility clinical director, may approve exceptions to this policy.

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 Stages and Liberties"
MSOP Division Policy 420-5107, "Video Visiting"
MSOP Division Policy 225-5190, "CPS Death Related Visit"

ATTACHMENTS: Death/Death Related Visit Authorization (415-5091a)
Client Request (420-5099a)
Incident Report (410-5300a)

SUPERSESSSION: MSOP Division Policy 415-5091, "Deathbed/Death Related Visit," 11/2/21.
All facility policies, memos, or other communications whether verbal, written, or transmitted by electronic means regarding this topic.

/s/
Nancy A. Johnston, Executive Director
Minnesota Sex Offender Program