Region 4 Jail Team

**PURPOSE AND DESCRIPTION:** The Region 4 Jail Team was established to provide select mental health services in three jails within Region 4 for justice-involved individuals who are diagnosed with severe mental illness. These jails are the Richmond City Justice Center, Riverside Regional Jail, and Southside Regional Jail. The Jail Team strives to facilitate collaboration and consultation between individuals with mental illness, mental health treatment providers, courts, attorneys, correctional institutions, community corrections, psychiatric hospitals, Community Services Boards/Behavioral Health Authorities, and other social service agencies to provide mental health services in the jail that would be comparable to services available in the community, as much as feasible.

**SERVICE GOALS:** There are four primary services of the Jail Team:

1. Consumer Monitoring: Consumer monitoring involves at least monthly case management services. This includes linking individuals with mental health and psychiatric services available at the jail, communicating with the CSB/BHA community case manager about the individual’s care, and providing overall case management, advocacy, and clinical interventions as necessary. Consumer monitoring is designed to augment, not substitute, mental health services provided by the jail. Individuals are referred to the Jail Team for consumer monitoring by CSB case managers, Central State Hospital or Piedmont Geriatric Hospital staff upon discharge from the hospital to the jail, or by jail mental health staff. The Jail Team may opt to provide consumer monitoring services to an individual without a formal referral, if he or she is known to the Jail Team and typically requires services. When a CSB/BHA refers an individual for consumer monitoring services, the referring case manager will receive monthly updates regarding the individual’s treatment, via telephone or encrypted email, until the CSB/BHA closes the case.
2. Pre-Trial Forensic Evaluations and Restoration: Court-ordered pre-trial assessments include evaluations of competency to stand trial and mental state at the time of the alleged offense(s). These evaluations may be ordered directly to the Jail Team or to a CSB/BHA if the individual is in one of the three jails the Jail Team serves. For individuals ordered to receive restoration of competency to stand trial services, the Region 4 Jail Team provides individual restoration education to individuals in the jail in order to divert individuals from inpatient hospitalization.
3. Mental Health Docket/Behavioral Health Docket: Individuals facing criminal charges in Richmond City General District Court for misdemeanor or certain felony charges may be assigned to Richmond’s MHD, if there is reason to believe he or she has a major mental illness. Individuals with pending felony charges in Richmond City Circuit Court may be eligible for Richmond’s BHD; however because the BHD is currently a pilot program, it is limited to only 10 individuals at any given time. Placement on the MHD/BHD must be approved by the Commonwealth’s Attorney and the Court. The Jail Team Docket Clinician completes court-ordered mental health assessments used to determine whether or not the defendant should remain on the MHD/BHD and if he or she qualifies for various diversion programs, such as Pretrial Services, Adult Probation, and/or the Mental Health Alternative Sentencing Program.
4. Jail Diversion and Re-Entry Assistance: Jail Diversion and Re-Entry services are provided for individuals at the jail with severe mental illness who are willing to accept treatment in the community and require assistance connecting with community mental health services and/or housing. Jail Diversion may take the form of developing re-entry plans so the court may consider releasing the individual from jail on a personal recognizance bond. Re-entry plans are also developed for individuals post-adjudication who are returning to the community from the jail. Re-entry plans typically involve housing placement assistance, connection with mental health care services in the community including scheduling first appointments, and other assistance as needed. For individuals leaving the Richmond area, the Re-Entry Coordinator may access a limited pool of funds to pay for transportation. For individuals being served on intensive and specialized case-loads (i.e., PACT, REACH, etc.) re-entry planning is typically completed by the assigned case manager and the Re-entry Coordinator serves in a consultative role.

**AGE GROUP:** Adults aged 18 and older.

**GENDER:** Inclusive of all genders and gender-identity.

**POPULATION:** Individuals with severe mental illness such as psychotic and affective disorders. Individuals with other conditions may be opened to the Jail Team if court-ordered for assessment and/or treatment, but may not receive other services.

**LOCATION:** Individuals incarcerated at the Richmond City Justice Center (Richmond, VA), Riverside Regional Jail (Hopewell, VA), and Southside Regional Jail (Emporia, VA). The Re-entry Coordinator may follow individuals discharged from the jail and in the community for up to 30 days if the person resides in Region 4. The Docket clinician also evaluates individuals who are on bond in the community; the evaluation takes place at the Richmond City Manchester Courthouse.

**FREQUENCY:**

1. Restoration: At least once weekly; more or less if clinically indicated.
2. Pre-Trial Forensic Evaluation: As needed and dictated by court-order.
3. Consumer Monitoring: At least once monthly, more if clinically indicated.
4. MHD/BHD Assessment: As ordered by the court.
5. MHD/BHD Attendance: MHD is held every Monday except the first Monday of the month, holidays, and judicial conflicts. BHD is held two Fridays each month. Additional weekly meetings with probation, and as-needed for court-ordered mental health assessments.
6. Re-Entry Planning: As needed.

**LENGTH OF SERVICE:**

1. Restoration: Restoration services are provided until an opinion is proffered to the court (i.e., competent to stand trial, incompetent and in need of continued restoration, or unrestorably incompetent to stand trial), or until the individual is referred to Central State Hospital or Piedmont Geriatric Hospital for inpatient restoration. In cases when an inpatient referral is made, restoration may continue on a less frequent basis until the case is adjudicated or the person is admitted to Central State Hospital or Piedmont Geriatric Hospital.
2. Pre-Trial Forensic Evaluation: Reports are submitted to the court when an opinion is rendered, the order expires, or there is a specific due date on the court-order.
3. Consumer Monitoring: Case management may continue from the point of referral until discharge from the jail. However, consumer monitoring may be discontinued prior to discharge from the jail if the individual is stable and awaiting transfer to the Department of Corrections or another institution, when the individual refuses services despite multiple attempts to engage, or if an individual returns from Central State Hospital/Piedmont Geriatric Hospital and was determined to be malingering and further clinical attention is not warranted.
4. MHD/BHD: The Docket clinician continues to monitor the progress of the individual through the legal process or until he/she is no longer on pre-trial status. At that time the clinician will close the case after the court case is complete.
5. Re-Entry Assistance: Assistance is provided from the point of referral to re-entry into the community, or until the person is connected with a community mental health provider. In some cases, monitoring may continue for a period of time post-discharge from the jail.

**PROJECT FUNDING ELIGIBILITY:** Limited funding is available for Re-entry services. Funds are typically used to secure temporary lodging, bus tickets, and to obtain basic clothing and incidentals upon re-entry into the community. This funding is available for adults re-entering the community from one of the jails the Jail Team services, and who meet the following criteria:

1. Primary diagnosis of a major mental illness.
2. Must need outpatient treatment in the community.
3. Be willing to accept mental health treatment in the community.
4. For housing funds, the person must be homeless and cannot pay for a hotel without assistance.
5. No other funding resource is available to the individual at the time of need.

**RULE OUT FOR RE-ENTRY SERVICES**: (not not necessarily all-inclusive):

1. Unwilling to accept treatment in the community.
2. Primary diagnosis is not a severe mental illness (i.e., personality disorder, substance disorder, etc.)

**DISCHARGE/TERMINATION OF SERVICES:**

* Once the individual’s case is finalized on the MHD/BHD or the case is transferred off the MHD/BHD back to the regular criminal docket.
* If the jail unexpectedly releases an individual to the community.
* Upon discharge from the jail and no ongoing Re-entry services are needed.
* If the individual is admitted to Central State Hospital or Piedmont Geriatric Hospital, found to be unrestorably incompetent to stand trial, and civilly committed.
* If the individual is found not guilty by reason of insanity and admitted to Central State Hospital or Piedmont Geriatric Hospital.
* If the person is transferred to another facility such as a jail not serviced by the Jail Team, the Department of Corrections, the Department of Homeland Security, the Virginia Center for Behavioral Rehabilitation, or other institution/agency.
* For Re-entry services, the case is terminated if the individual is/has:
  + opened by the CSB or BHA or another provider is assigned to the individual.
  + transferred to the Department of Corrections, Virginia Center for Behavioral Rehabilitation, Department of Homeland Security, or other institution/agency.
  + released and cannot be located.
  + refusing services.
  + moved out of the Region.
* Further, if a defendant is discharged from Central State Hospital or Piedmont Geriatric Hospital, and was determined not to have a major mental illness, then the Jail Team may not open the case.

**REGION 4 JAIL TEAM CONTACT INFORMATION**

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| Vernon Phelps, M.S.Ed.  Clinician for Richmond City Justice Center  c/o Central State Hospital, B-43  P.O. Box 4030, Petersburg, VA 23803  804-524-7516 (Phone)  804-524-7860 (Fax)  [Vernon.Phelps@dbhds.virginia.gov](mailto:Vernon.Phelps@dbhds.virginia.gov)  [Vernon.Phelps@rbha.org](mailto:Vernon.Phelps@rbha.org) | Johnette Lewis, M.Ed.  Clinician for Riverside Regional Jail and Southside Regional Jail  c/o Central State Hospital, B-43  P.O. Box 4030, Petersburg, VA 23803  804-524-4566 (Phone)  804-524-7860 (Fax)  [Johnette.Lewis@dbhds.virginia.gov](mailto:Johnette.Lewis@dbhds.virginia.gov) |
|  | William (Bill) Wittig, Ed.D.  Jail Diversion/Re-Entry Coordinator  Richmond Behavioral Health Authority  107 South Fifth Street, Richmond, VA 23219  804-819-4163 (Phone)  804-819-4248 (Fax)  [wittigw@rbha.org](mailto:wittigw@rbha.org) |

**CONSUMER MONITORING**

If you have knowledge that an individual on your caseload is currently incarcerated at the Richmond City Justice Center, Riverside Regional Jail, or Southside Regional Jail, and you would like updates regarding the individual’s treatment in the jail, and wish to ensure the individual is connected with mental health services in the jail, then please follow these steps:

1. Send the referral form (“Local CSB/Jail Referral Form to Region 4 Jail Team”) to the Region 4 Jail Team. This may be done via fax to 804-524-7860. Or, you may scan the completed form and email, via secure/encrypted email, to Support Coordinator Sonya Charles at [Sonya.Charles@dbhds.virginia.gov](mailto:Sonya.Charles@dbhds.virginia.gov).
2. Upon receipt of the referral form, the Support Coordinator will confirm the individual is incarcerated at one of the jails the Jail Team serves. If the person has been bonded out or transferred, the referring case manager will be informed via telephone or email.
3. Once the individual’s location is confirmed, the assigned clinician will interview the individual within 3 business days. The clinician, in consultation with the Supervisor, will determine if the case will remain open.
   1. Cases will remain open if the individual’s primary condition is a severe mental illness and the person is willing to accept services.
   2. Cases will not remain open if the primary condition is a personality disorder, substance use disorder, or other non-qualifying condition, or if the person refuses services. In these cases, the individual will be informed how to request mental health assistance at the jail by jail mental health providers and/or be referred to other specialized programming provided at the jail.
4. The assigned clinician will contact the referring case manager, via telephone or email, and inform him or her if the case will remain open or not and the current status of the individual. If the individual refuses to sign a release of information, no clinical information will be provided to the case manager until such time care is transitioned back to the community case manager upon re-entry from the jail.
5. The Jail Team clinician will update the referring case manager about the status of the individual on at least a monthly basis for as long as the case is open to the Jail Team and open to the CSB/BHA.
6. The CSB/BHA case manager will be notified when the individual is discharged from jail.

Please note that on rare occasions a referral may not be immediately opened to the Jail Team if the current case load of the clinician is full. This will be communicated to the referring case manager.

REGION 4 JAIL TEAM

P.O. Box 4030, B-43, Petersburg, VA 23803

Phone: 804-524-7720 Fax: 804-524-7860

**Local CSB/Jail Referral Form to Region 4 Jail Team**

Client Information

Client’s Name:

Date of Birth:       SSN#:

Current Jail Location:  Richmond City Justice Center  Riverside Regional Jail

Southside Regional Jail

Court of Jurisdiction:

Charges:

Diagnoses:

Last Medications:

History of Hospitalizations?  No  Yes Where:

Currently or Recently PACT/REACH/ID Services Served?  No  Yes

Recently housed in Adult Living Facility, Waiver Home or comparable housing?  No  Yes

Referring Party Information:

Referring Jail, if applicable:  Richmond City Justice Center  Riverside Regional Jail

Southside Regional Jail

Referring CSB/BHA, if applicable:  Chesterfield  Crossroad  District 19

Goochland-Powhatan  Hanover  Henrico  RBHA  Other:

Referring Party’s Name:

Phone:       Fax:

Physical Address:

Email Address:

Reason for Referral (check all that apply):

Would like monitoring of the person’s mental status and updates every 30 days

Assistance with Discharge Planning

Other:

Signature: Date:

***COMPLETED BY REGION 4 JAIL TEAM***

Jail Team Decision

Date referral received:

Date consumer assessed by Jail Team:

Assessing Clinician:  Dr. Matovich  Ms. Lewis  Mr. Phelps  Dr. Wittig

Decision:  Appropriate for Jail Team Consumer Monitoring

Not Appropriate for Jail Team Consumer Monitoring; will not remain open to the Jail Team

Does not meet criteria for having a serious mental illness as primary diagnosis

Is no longer at the jail

Other:

Date decision communicated to Referring CSB/BHA/Jail:

**MENTAL HEALTH DOCKET**

If you have knowledge that an individual on your caseload was recently charged with an offense, and would like for them to be considered for the MHD or BHD, please contact Margaret McQuail via phone or e-mail. Eligible individuals must have their case pending in Richmond City General District Court or Richmond City Circuit Court. The client does not have to be in the jail to be considered. If the client is in jail, and if housing and treatment can be confirmed, there is the possibility that the client can be given a personal recognizance bond prior to his or her upcoming court date, ensuring that he or she is not kept in the jail for longer than necessary.