

**SCHEDULE 20 ATTACHMENT**

**MOHAWK VALLEY HEALTH SYSTEM**

**TRANSITION PLANS (INPATIENT PSYCHIATRIC UNITS)**

1. St. Elizabeth Medical Center
2. Faxton-St. Luke's Hospital

## **TRANSITION PLAN**

### **ST. ELIZABETH MEDICAL CENTER**

#### **24-BED INPATIENT PSYCHIATRIC UNIT**

##### **Purpose**

To ensure the smooth transition of inpatient psychiatric treatment as the 24-bed inpatient psychiatric unit is relocated from its current location at 2209 Genesee Street, Utica (Oneida County), New York 13501 to a new hospital campus on a 25-acre parcel of land generally bordered by the following streets in Utica (Oneida County), New York 13501: State Street, Broadway, Oriskany Street West, and Columbia Street. St. Elizabeth Medical Center (SEMC) / Mohawk Valley Health System (MVHS), the New York State Department of Health (NYSDOH) and the New York State Office of Mental Health (NYSOMH) will work collaboratively during the transition process.

##### **Anticipated Date of Transition**

The date of transition to the new hospital campus is anticipated to be on or about January 1, 2022 and is dependent on Mohawk Valley Health System receiving all necessary approvals from NYSDOH and NYSOMH for it to construct a new hospital campus in Utica, New York. Furthermore, this date is based upon the timing of the actual construction of the new hospital campus.

##### **Proposed Schedule for Phasing of Transition**

Based on the construction timing for the project, SEMC/MVHS will work to identify patients who can appropriately be discharged to community care from the inpatient unit on the existing SEMC campus, to lessen the number of patients who need to be transferred to the new hospital campus on the actual date of transition.

##### **Notification**

Once the C.O.N. Application to construct the new hospital campus is approved by the NYSDOH and the construction of the new facility is nearing its end, SEMC/MVHS will begin to provide notice to all constituent populations, including staff, providers, patients and elected officials, that the transition of the inpatient service to the new hospital campus will be occurring with an anticipated date on or about January 1, 2022. Signage will also be placed in prominent locations at SEMC, notifying people of the pending transition and providing them with a contact number.

##### **Maintenance, Storage and Retrieval of Records, including Medical Records**

There will be no change to the maintenance of records, including medical records, of patients. All records will continue to be maintained by Mohawk Valley Health System in compliance with State and Federal statutes. Patients will be advised on how to obtain copies of their medical record from the Health Information Management Department at SEMC/MVHS.

##### **Proposer Disposal of Medications, Biologicals, Chemicals and Medical Supplies**

Unused medical supplies will be brought to the new hospital campus.

### **Disposition of Equipment**

Equipment from the inpatient psychiatric unit at the existing SEMC campus will be used, as appropriate, within other inpatient unit at the new hospital campus. Equipment that is beyond its useful life will be disposed of according to policy.

### **Link to Alternative Programs**

The inpatient unit at SEMC is part of the larger behavioral health service delivery system in and around Oneida County, which includes other providers and community-based organizations that provide behavioral health services to the residents of the service area. Hospital staff, which is knowledgeable of these resources, programs and how to access them, will refer to and provide linkages to such programs/providers as:

- New Hospital Campus of MVHS
- Mohawk Valley Psychiatric Center
- Rome Memorial Hospital
- Cath Char RC Dio/Syr, NY, Inc-Oneida/Madison
- Center for Family Life and Recovery, Inc.
- Central New York Psychiatric Center
- Central New York Services, Inc.
- House of the Good Shepherd
- Human Technologies Corporation
- NYS ARC Oneida-Lewis County Chapter
- Oneida County Department of Mental Health
- Rescue Mission of Utica, Inc.
- Resource Center for Independent Living
- The Neighborhood Center, Inc.
- Upstate Cerebral Palsy, Inc.

As it has done successfully in the past, SEMC/MVHS will continue to work with these entities in order to ensure that patients receive needed behavioral health services. This includes making sure that alternative programs have agreed to accept the referral, that the patient has appropriate transportation, and that follow-up occurs to confirm recipient linkage to the programs.

## **TRANSITION PLAN**

### **FAXTON-ST. LUKE'S HEALTHCARE ST. LUKE'S DIVISION**

#### **24-BED INPATIENT PSYCHIATRIC UNIT**

##### **Purpose**

To ensure the smooth transition of inpatient psychiatric treatment as the 26-bed inpatient psychiatric unit is relocated from its current location at 1656 Champlin Avenue, Utica (Oneida County), New York 13502 to a new hospital campus on a 25-acre parcel of land generally bordered by the following streets in Utica (Oneida County), New York 13501: State Street, Broadway, Oriskany Street West, and Columbia Street. Faxton-St. Luke's Hospital (FSLH) / Mohawk Valley Health System (MVHS), the New York State Department of Health (NYSDOH) and the New York State Office of Mental Health (NYSOMH) will work collaboratively during the transition process.

##### **Anticipated Date of Transition**

The date of transition to the new hospital campus is anticipated to be on or about January 1, 2022 and is dependent on Mohawk Valley Health System receiving all necessary approvals from NYSDOH and NYSOMH for it to construct a new hospital campus in Utica, New York. Furthermore, this date is based upon the timing of the actual construction of the new hospital campus.

##### **Proposed Schedule for Phasing of Transition**

Based on the construction timing for the project, FSLH/MVHS will work to identify patients who can appropriately be discharged to community care from the inpatient unit on the existing FSLH campus, to lessen the number of patients who need to be transferred to the new hospital campus on the actual date of transition.

##### **Notification**

Once the C.O.N. Application to construct the new hospital campus is approved by the NYSDOH and the construction of the new facility is nearing its end, FSLH/MVHS will begin to provide notice to all constituent populations, including staff, providers, patients and elected officials, that the transition of the inpatient service to the new hospital campus will be occurring with an anticipated date on or about January 1, 2022. Signage will also be placed in prominent locations at FSLH, notifying people of the pending transition and providing them with a contact number.

##### **Maintenance, Storage and Retrieval of Records, including Medical Records**

There will be no change to the maintenance of records, including medical records, of patients. All records will continue to be maintained by Mohawk Valley Health System in compliance with State and Federal statutes. Patients will be advised on how to obtain copies of their medical record from the Health Information Management Department at FSLH/MVHS.

##### **Proposer Disposal of Medications, Biologicals, Chemicals and Medical Supplies**

Unused medical supplies will be brought to the new hospital campus.

### **Disposition of Equipment**

Equipment from the inpatient psychiatric unit at the existing FSLH campus will be used, as appropriate, within other inpatient unit at the new hospital campus. Equipment that is beyond its useful life will be disposed of according to policy.

### **Link to Alternative Programs**

The inpatient unit at FSLH is part of the larger behavioral health service delivery system in and around Oneida County, which includes other providers and community-based organizations that provide behavioral health services to the residents of the service area. Hospital staff, which is knowledgeable of these resources, programs and how to access them, will refer to and provide linkages to such programs/providers as:

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- Central New York Psychiatric Center
- Central New York Services, Inc.
- House of the Good Shepherd
- Human Technologies Corporation
- NYS ARC Oneida-Lewis County Chapter
- Oneida County Department of Mental Health
- Rescue Mission of Utica, Inc.
- Resource Center for Independent Living
- The Neighborhood Center, Inc.
- Upstate Cerebral Palsy, Inc.

As it has done successfully in the past, FSLH/MVHS will continue to work with these entities in order to ensure that patients receive needed behavioral health services. This includes making sure that alternative programs have agreed to accept the referral, that the patient has appropriate transportation, and that follow-up occurs to confirm recipient linkage to the programs.