**The procedure for admission, transfer and release of the patients of the Republican Research and Practice Mental Health Center (hereinafter referred to as the Center)**

1. The patients with mental and behavioral disorders (diseases), including those related to the use of psychoactive substances, the patients, who need intensive psychiatric care and/or 24/7 medical follow-up, the patients referred to the Center by addiction psychiatrists, psychiatrists (hereinafter referred to as medical specialists) of psychiatric, addiction and other healthcare institutions, emergency care stations, consultation outpatient department of the Center, by the specialists of the relevant departments of Belarusian Medical Academy of Post-Graduate Education, Belarusian State Medical University, medical commissions of military commissariats, are admitted for hospitalization.
2. Medical care is provided to foreign citizens, stateless persons and refugees in accordance with the laws of the Republic of Belarus.
3. The self-referred citizens, who need specialized psychiatric care, shall be admitted to the Center after approval of an on-call medical specialist.
4. During hospitalization (in the admission department) a patient or its legal representative (accompanying person) shall provide a duly executed referral for hospitalization, a patient’s ID document (Belarusian passport, residence permit, refugee identity card or a passport or any other ID document, entitling a foreign citizen or a stateless person to move abroad, issued by a relevant state authority of the place of residence or staying of these persons – hereinafter referred to as ID documents ), other documents required for a planned hospitalization, including extract from the medical records, the results of previous examinations in psychiatric and psychosomatic healthcare institutions and other documents necessary for examination and treatment of a patient.
5. Hospitalization to and treatment at the Center shall be voluntary, except where provided for by the applicable laws of the Republic of Belarus. A written consent of a patient or its legal representative shall be provided and registered in the medical inpatient card.
6. According to Article 34 of Law No.349-З as of January 7, 2012 of the Republic of Belarus “On the provision of psychiatric care” (hereinafter referred to as Law No.249-З as of January 7, 2012) no consent from a patient or its legal representative shall be required for hospitalization to and treatment at the Center if:
	1. there is a court decision on an involuntary hospitalization and treatment;
	2. there is a court order (decision) on the application of enforcement safety and treatment measures made on the grounds and in accordance with the procedure set forth by the Criminal Code of the Republic of Belarus and the Criminal Procedure Code of the Republic of Belarus;
	3. there is a conclusion issued by a medical consultative Board (hereinafter referred to as the board) of a state healthcare institution stating that a patient needs an involuntary inpatient psychiatric evaluation and sanctions of a prosecutor to carry out an involuntary psychiatric evaluation;
	4. there is a conclusion issued by a medical specialist of a state healthcare provider that a patient needs to undergo an involuntary inpatient psychiatric evaluation;
	5. a patient is a person under 14 years of age or a legally incompetent person (the mentioned persons shall be admitted for hospitalization with the consent of legal representatives). If any of the parents or adoptive parents of a patient under 14 years of age objects to hospitalization or if a patient does not have parents, adoptive parents or a legal representative, or if a legally incompetent patient has no legal representative, custody and guardianship authorities shall deliver a decision on hospitalization.
7. To admit a patient to the Center for the application of enforcement safety and treatment measures, the following documents are to be provided: a court decision on involuntary inpatient psychiatric treatment, a copy of a conclusion of forensic psychiatric evaluation, extract from inpatient medical card (if a patient is transferred to the Center from any other mental health or healthcare providers), extract from outpatient medical card (if a court decided to change involuntary outpatient psychiatric treatment to inpatient psychiatric treatment), ID documents (passport).
8. An on-call medical specialist of the Admission Department of the Center shall decide on involuntary hospitalization of a patient based on the grounds specified in Article 36 of Law No.349-З as of January 7, 2012, prior to the evaluation of the patient by the Board of medical specialists. The on-call medical specialist shall execute the decision in writing and attach it to the inpatient medical card.
9. A patient shall be admitted to the Center for hospitalization after examination by an on-call medical specialist at the Admission Department. The on-call physician shall initially exam a patient and shall carry out any other tests necessary to determine indications (contraindications) for hospitalization, decide on the type of cleansing, state a provisional diagnosis and specify a department for hospitalization thereto. The on-call physician shall record the examination results, provisional diagnosis, cleansing information, in the inpatient medical card.
10. Cleansing shall be carried out by the paramedics of the Admission Department. If the chief of the department permits, a patient may use its own underwear, clothes and shoes, provided that such use does not contradict to the sanitary and anti-epidemic regime.
11. Each patient of the Center shall be under a specific follow-up. The type of follow-up shall depend on a patient’s mental state and shall be prescribed by an attending medical specialist. Type A follow-up: the patients shall be constantly followed up by the medical staff, while staying in the department. Type B follow-up: the patient may leave the department accompanied by members of the medical staff, if the attending physician or the chief of the department permits. Type C follow-up: the patient shall be allowed to leave the department. If there are medical indications, a patient may be fixated or isolated (stay in a follow-up ward).
12. A patient shall be released from the Center according to the decision of an attending medical specialist and chief of the department.
13. A patient shall be released from the Center, if a psychiatric evaluation has been completed, if a patient recovered, if a patient’s mental health has significantly improved and the patient does not need further inpatient care, or if a patient is to be transferred to any other healthcare provider for further treatment.
	1. A patient, who undergoes voluntary treatment, shall be released from the Center upon a personal application or its legal representative’s application and upon agreement by the attending physician. If the Board of medical specialists decides that a patient, who undergoes voluntary treatment, needs involuntary hospitalization and treatment, the patient shall not be released. In this case, the issues relating to staying, prolongation of hospitalization and release of the patient, shall be considered in accordance with the procedure for involuntary hospitalization, including reference to the court.
	2. At a patient’s or its legal representative’s request, a certificate of temporary incapacity for work or a temporary disability leave (for employed persons) shall be issued upon release from the Center in accordance with the Instruction for the execution and issue of temporary disability leaves and certificates of temporary incapability for work approved by Order No.52/97 as of July 9, 2002 of the Ministry of Health of the Republic of Belarus.
14. A patient may be released prior to a full recovery
	1. at a patient’s or its legal representative’s request, provided that the patient’s mental state does not need involuntary treatment as stipulated in Article 36 of Law No.349-З as of January 7, 2012.
	2. If a patient violates the Procedure and the sobriety regime, provided that the patient’s mental state does not need involuntary treatment as stipulated in Article 36 of Law No.349-З as of January 7, 2012.

A patient shall be released prior to a full recovery only after examination and approval by the Board of medical specialists.

1. A patient admitted to the Center for involuntary hospitalization as specified in Article 36 of Law No.349-З as of January 7, 2012, shall be released upon the decision of the Board of medical specialists, provided that a patient has fully recovered or its mental state has significantly improved and the patient no longer needs inpatient psychiatric care.
2. A patient admitted for involuntary hospitalization and treatment according to a court decision shall be released upon the decision of the Board of medical specialists or upon a court decision on termination of involuntary hospitalization and treatment.
3. A patient may be transferred from the Center to any other healthcare providers, if
	1. a court decides to change involuntary inpatient treatment into standard follow-up, or into involuntary inpatient treatment with a heavy or strict follow-up. If a patient is transferred to Gaityushniki Republican Mental Hospital for involuntary treatment with a heavy or strict follow-up, the following documents shall be provided: a copy of a copy of forensic psychiatric evaluation, extract from inpatient medical card of the Center, ID documents, personal belongings.
	2. a patient or its legal representative submits a reasoned application for the transfer of the patient to any other mental health clinic at the place of the patient’s residence (staying). A patient shall be transferred if its mental state does not need involuntary treatment as stipulated in Article 36 of Law No.349-З as of January 7, 2012. A patient’s mental state shall be evaluated by the Board of medical specialists before the transfer. The following documents shall be provided upon the transfer: extract from the inpatient medical card of the Center, ID documents and personal belongings.
	3. a patient needs further treatment of a prevailing somatic pathology, which can be treated only in general healthcare institution. A patient shall be transferred only after evaluation and decision of the council of medical specialists, including a medical specialist in a disease in question. The following documents shall be provided upon the transfer: extract from the inpatient medical card of the Center, conclusion of the council of medical specialists, ID documents and personal belongings