

5122-27-05 Individualized service plan.

(A) The development of the individualized service plan is a collaborative process between the client and service provider(s) based on a diagnostic assessment, a continuing assessment of needs, and the successful identification of interventions/services. The individualized service plan shall document, at minimum, the following:

- (1) A description of the specific mental health needs of the client;
- (2) Anticipated treatment outcomes based upon the mental health needs identified in paragraph (A)(1) of this rule. Such outcomes shall be mutually agreed upon by the provider and the client. If these outcomes are not mutually agreed upon, the reason(s) needs to be fully documented in the ICR;
- (3) Name(s) and/or description of all services being provided. Such service(s) shall be linked to a specific mental health need and treatment outcome;
- (4) Evidence that the plan has been developed with the active participation of the client. As appropriate, involvement of family members, parents, legal guardians/custodians or significant others shall also be documented; or
- (5) As relevant, the inability or refusal of the client to participate in service planning and the reason(s) given; and
- (6) The signature(s) of the agency staff member(s) responsible for developing the individualized service plan, the date on which it was developed, and documented evidence of clinical supervision of staff developing the plan, as applicable.

(B) The individualized service plan must be completed within five sessions or one month of admission, whichever is longer.

(C) The individualized service plan shall be periodically reviewed at the client's request, when clinically indicated, and/or when a recommended service is terminated, denied, or no longer available to the client.

- (1) Documentation of the results of such periodic review shall occur at least annually, and shall include:
 - (a) Evidence that the plan has been reviewed with the active participation of the client, and, as appropriate, with involvement of family members, parents, legal guardians/custodians or significant others;
 - (b) As relevant, the inability or refusal of the client to participate and the reason(s) given; and
 - (c) The signature(s) of the agency staff member(s) responsible for completing the review, the date on which it was completed; and documented evidence of clinical supervision of staff completing the review, as applicable.

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Rule promulgated under: RC [119.03](#)

Rule authorized by: RC 5119.01(H), 5119.61(A), 5119.611(C)

Rule amplifies: RC 5119.01(H), 5119.61(A), 5119.611(C)

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