

# DHS Forensic Newsletter

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Provided by Wisconsin Community Services, Inc., supporting the Wisconsin Department of Health Services (DHS)

## In This Issue

- Distribution and Follow-Up on Court Paperwork
- Referrals to the Outpatient Competency Restoration Program
- Notification of Wis. Stat. ch. 971 Cases
- Additional Institution Bed Days Due to Challenges
- DHS Implements Electronic Filing
- Training Activities and Opportunities
- WCS Court Liaison and Tracking Services Website



### **Distribution and Follow-Up on Court Paperwork**

The admission coordinators at the state mental health institutes are not receiving the required paperwork for admission, including:

- Court order(s)
- Criminal complaint(s)
- Examiner's report(s)

Additionally, the admission coordinators report delays with follow-up on correcting errors found on the order form(s) and additional documentation. Please expedite the processing and distribution of this paperwork.

### **Referrals to the Outpatient Competency Restoration Program (OCRCP)**

This is a reminder the language "Referral to OCRCP" must be noted on the court order ([form CR-206](#)) to begin the assessment process for OCRCP. All the required paperwork for OCRCP must be forwarded to Behavioral Consultants, Inc.

### **Notification of Wis. Stat. ch. 971 Cases**

Wisconsin Community Services Court Liaison and Tracking Services must be notified of the legal status and court orders in all cases under Wis. Stat. ch. 971. Provide the name, case number, and legal status or order form signed through a call or email. Do not fax paperwork. Distribute the paperwork according to the instructions on the order form.

### **Additional Institution Bed Days Due to Challenges**

From January 1, 2018, through March 31, 2018, the state mental health institutes discharged 85 people committed for inpatient treatment for competency restoration under Wis. Stat. § 971.14(5). In 10 cases, the DHS progress report was challenged and either doctor's testimony or a second independent opinion was requested. The delay in these 10 cases resulted in an additional 811 days at the state mental health institution, calculated from the date of the challenge to the date of the discharge from the commitment.

## **DHS Implements Electronic Filing**

As of May 1, 2018, all documents sent to court by DHS or providers contracted by DHS for Wis. Stat. ch. 971 cases are filed electronically. DHS submits case documents as non-party filers.

## **Training Activities and Opportunities**

- Wisconsin Community Services Court Liaison and Tracking Services has provided training to clerks and judges in a few counties over the past several months. Use the contact information at the bottom of this page to schedule a training session in your county.
- A panel of representatives from DHS and providers contracted by DHS will be presenting at the Criminal Law and Sentencing Institute on May 10.

## **WCS Court Liaison and Tracking Services Website**

Guides and processes related to cases under Wis. Stat. ch. 971 as well as answers to frequently asked questions are available online to help clerks and judges. [Visit the WCS website.](#)

## **Contact Us**

Adam Oldenburg  
Court Liaison  
414-750-3519  
[aoldenburg@wiscs.org](mailto:aoldenburg@wiscs.org)

Vicki Shequen  
Assistant Court Liaison  
414-303-7547  
[vshequen@wiscs.org](mailto:vshequen@wiscs.org)