

CHAPTER 35

COUNTY PSYCHIATRIC FACILITIES

Authority

N.J.S.A. 30:1-12.

Source and Effective Date

R.1997 d.387, effective August 19, 1997.  
See: 29 N.J.R. 2511(a), 29 N.J.R. 4132(a).

Executive Order No. 66(1978) Expiration Date

Chapter 35, County Psychiatric Facilities, expires on August 19, 2002.

Chapter Historical Note

Chapter 35, Standards of the Division of Correction and Parole, was adopted by R.1973 d.349, effective December 12, 1973. See: 6 N.J.R. 15(c). Chapter 35 was amended by R.1974 d.273, effective September 30. See: 6 N.J.R. 432(b); R.1974 d.356, effective December 27, 1974. See: 7 N.J.R. 59(b); R.1975 d.108, effective April 24, 1975. See: 7 N.J.R. 272(a). Chapter 35, Standards of the Division of Correction and Parole, was recodified as N.J.A.C. 10A:35.

Chapter 35, County Psychiatric Facilities, was adopted as R.1992 d.339, effective September 21, 1992. See: 24 N.J.R. 208(a), 24 N.J.R. 3339(a).

Pursuant to Executive Order No. 66(1978), Chapter 35, County Psychiatric Facilities, was readopted by R.1997 d.387, effective August 19, 1997. See: Source and Effective Date. See, also, section annotations.

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SUBCHAPTER 1. GENERAL PROVISIONS

10:35-1.1 Scope

These rules shall apply to the operation of the six current county psychiatric facilities at Bergen Pines Hospital; Buttonwood Hospital; Camden County Health Services Center Hospital; Essex County Hospital Center; Meadowview Hospital; and Runnells Specialized Hospital. These rules shall also apply to any additional county psychiatric facilities which may be so designated by the Commissioner in the future.

Amended by R.1997 d.387, effective September 15, 1997.  
See: 29 N.J.R. 2511(a), 29 N.J.R. 4132(a).

Inserted reference to Runnells Specialized Hospital and made conforming amendments.

10:35-1.2 Purpose

The purpose of these rules is to promote efficiency, accessibility, and high-quality services within the county psychiatric facilities as part of a publicly funded well-coordinated and integrated Statewide system of mental health services. In order to best accomplish this purpose, the Commissioner hereby delegates certain authority granted by P.L. 1990, c.73 to the Director as detailed throughout this chapter.

10:35-1.3 Definitions

The following words and terms, as used in this chapter, shall have the following meanings, unless the context clearly indicates otherwise.

“Commissioner” means the Commissioner of the Department of Human Services.

“Compliance with Federal standards” means meeting the Medicare certification requirements in units for patients who require a level of care consistent with such Medicare certification.

“Compliance with State standards” means meeting the applicable licensure requirements of the New Jersey Department of Health and Senior Services.

“County psychiatric facility” means a psychiatric hospital or unit which is operated by the governing body of a county and which participates in the State aid program of the Department of Human Services, Division of Mental Health Services.

“Department” means the New Jersey Department of Human Services.

“Director” means the Director of the Division of Mental Health Services.

“Division” means the New Jersey Division of Mental Health Services within the Department of Human Services.

“Governing body of a county” means the office of the county executive. In those counties without a county executive it shall mean the county board of chosen freeholders.

“Plan” means financial and management plan submitted by the governing body of a county.

“Regional State psychiatric facility” means those State psychiatric hospitals listed in N.J.S.A. 30:1-7 which are being utilized by the Division of Mental Health Services to treat adult psychiatric patients within designated regions of the State. These facilities are Ancora Psychiatric Hospital, Greystone Park Psychiatric Hospital, Marlboro Psychiatric Hospital (until July 1, 1998), Trenton Psychiatric Hospital and beginning July 1, 1998, Senator Garrett W. Hagedorn Gero-Psychiatric Hospital.

Amended by R.1997 d.387, effective September 15, 1997.  
See: 29 N.J.R. 2511(a), 29 N.J.R. 4132(a).

Amended “Compliance with State standards”; “County psychiatric facility”, “Director”, “Division” and “Regional State psychiatric facility”.

## SUBCHAPTER 2. FINANCIAL AND MANAGEMENT PLAN

### 10:35-2.1 Purpose and deadline of plan

The governing body of each county that operates a county psychiatric facility shall submit to the Director a plan no later than December 31 of each calendar year so that the purpose articulated at N.J.A.C. 10:35-1.2 above may be achieved. In addition to the information listed at N.J.A.C. 10:35-2.2, the plan may need to include additional program or fiscal information deemed essential by the Director to fulfill the duties mandated by P.L. 1990, c.73. If any such additional information is needed, it shall be so requested in writing by the Director.

### 10:35-2.2 Content of plan

(a) The plan from each county facility shall minimally include the following information:

1. A statement of whether the governing body of the county intends to continue to operate a county psychiatric facility for the next calendar year;
2. A statement of any financial obligations that must be incurred in order to bring the facility into compliance with State and Federal standards, including any applicable plan of correction;

3. A statement of mission and the role of the facility within local and regional mental health systems;

4. A description of any program and facility deficiencies cited by State, Federal or private licensing, certifying or accrediting bodies and corrective action plans related to the cited deficiencies;

5. A description of target populations served, projected annual admissions and anticipated average daily population;

6. A description of admissions and discharge policies;

7. A description of hours of operation, number and types of beds licensed and in use for psychiatric services;

8. A description of methodologies and/or data utilized to determine the need for current, modified or new programs;

9. A description of current and projected use of buildings and land for mental health and/or other purposes;

10. An identification of proposals or plans external to the psychiatric facility which may impact on the facility's ability to provide services; and

11. A description, in a format specified by the Director, of budgetary information and personnel listings sufficient to reasonably identify facility, staffing and program operational costs, expected revenues, and associated financial aspects of planned facility services.

### 10:35-2.3 Annual Certification Process

On or before December 31 of each year, the governing body of each county shall submit written certification to the Director as to the accuracy of information submitted and that information contained in the previously submitted plan remains in effect without change, if that is so.

### 10:35-2.4 Modifications to the plan

(a) If changes to the plan are anticipated for the next year, the governing body of each county shall submit written notification and description of the modifications to the Director on or before December 31 of the preceding year.

(b) If modifications occur subsequent to the annual certification, these changes must be reported immediately, in writing, to the Director.

(c) Facility or program modifications which would require a Certificate of Need (CN) as established by rules promulgated by the New Jersey Department of Health and Senior Services must be specified in a letter of intent to the Director, concurrent with the notification to the Department of Health and Senior Services.

(d) Modifications that do not require a CN but that would have an impact on the provision of services within the New Jersey mental health system, require six months advance notice to the Director prior to implementing any program or facility modification.

(e) The governing body of each county shall immediately inform the Director, in writing, of any changes in the status of the psychiatric facility's licensure, accreditation or certification, as these occur during the year.

Amended by R.1997 d.387, effective September 15, 1997.

See: 29 N.J.R. 2511(a), 29 N.J.R. 4132(a).

**10:35-2.5 Division review of initial and modified plans and annual certification**

(a) The Director shall complete the review of each facility's plan and notify in writing the governing body of the county of his or her decision to approve, or approve with conditions, the county's plan guiding the operations of its respective psychiatric facility within 90 days of the plan's receipt.