

RE:	LGBTQ+ Admission Information
FORM REFERENCE Admission	
	Update Client Data
	Special Considerations
EFFECTIVE	February 26 <sup>nd</sup> , 2021

### February 26, 2021

## **TOPIC**

Monterey County Behavioral Health (MCBH) is committed to improving culturally responsive care. We are aware that persons may have a gender identity that differ from those assigned at birth or those listed on their California identification and Medi-Cal Benefits Identification Card (BIC). Additionally, MCBH recognizes that many of its beneficiaries use names other than their legal names to identify themselves. Identifying sex assigned at birth, gender identity, sexual orientation, and using a client's name and pronouns will help provide a positive experience and make it more likely that persons-served will seek future care.

## **PROCEDURE**

In order to meet the health needs of the LGBTQ+ community and provide a safe and inclusive setting, all staff and providers must enter client's gender identity and sexual orientation into the client's record. This information must be entered:

- a. at time of admission and/or;
- b. updated in client's record as information when new information is obtained

Additionally, staff will enter name and pronouns into client's assessment, treatment plan and progress notes regardless of Legal Name status or how name is shown on MediCal BIC card. Persons-Served will also be addressed by their name and pronouns by all staff. This information may be highlighted in Special Considerations Form for coordination across the treatment team as appropriate.

IMPORTANT: The name reflected on the client's MediCal Benefits Card card must be the name under which the client's record must be created.

#### **PROCEDURES**

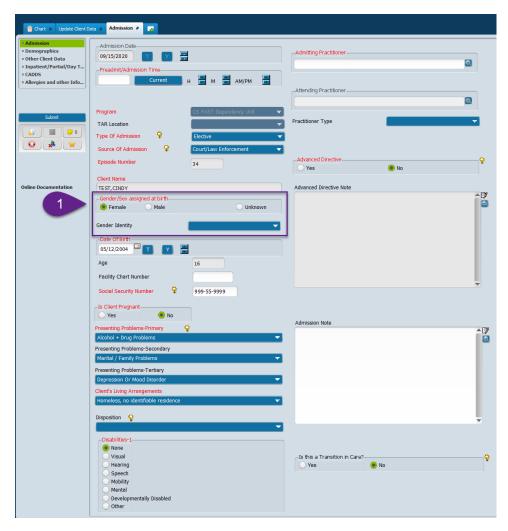
### At admission:

 All admission forms require completion of Gender/sex assigned at birth. This selection should match the gender/sex assigned at birth that was reported to Department of Social Services. Options are:

- a. Female
- b. Male
- c. Unknown

Additionally, at admission, staff have the option of selecting clients gender identity. Options are:

- a. Another gender Identity
- b. Female
- c. Genderqueer
- d. Male
- e. Questioning/unsure
- f. Transgender
- g. Don't want to answer



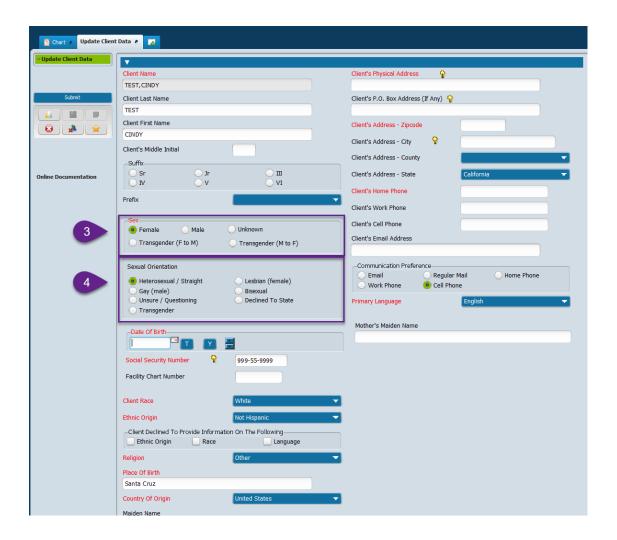
2. At admission: All admission forms include the option to identify client's sexual orientation.

# The options include:

- a. Heterosexual/Straight
- b. Gay (male)
- c. Unsure/Questioning
- d. Transgender: MCBH recognizes that Transgender is not a sexual orientation, please disregard this option.
- e. Lesbian (female)
- f. Bisexual
- g. Decline to state

**Update client data**: This form should be used when updating client demographics as new information presents it's self over the course of treatment.

- 3. Client's **sex** may change over the course of treatment. The options include:
  - a. Female
  - b. Male
  - c. Unknown
  - d. Transgender (F to M)
  - e. Transgender (M to F)
- 4. Additionally, client's sexual orientation can be updated at any time during the course of treatment. Options include:
  - a. Heterosexual/straight
  - b. Gay (male)
  - c. Unsure/Questioning
  - d. Transgender: MCBH recognizes that Transgender is not a sexual orientation, please disregard this option.
  - e. Lesbian (female)
  - f. Bisexual
  - g. Decline to state



Thank you,

Monterey County Behavioral Health Quality Improvement Department