

15 March 2022

Response to a request for official information

Thank you for your request for official information as transferred from the Ministry of Health and received 11 March 2022 by Nelson Marlborough Health (NMH)¹, where you seek the following information:

Mental Health Procedural Information requested: For Mental Health Services both Hospital, Community Residential Facilities and Community Mental Health Teams managed by DHB

- 1. All documentation of system requirements for induction processes including forms, manuals – if these are different for compulsory and voluntary patients please provide both***
- 2. All documentation of system requirements for discharge and transfer processes including forms, manuals.***
- 3. All documentation of system requirements for clinical interventions including observation guidelines/requirements; recovery plan processes and including any relevant forms.***
- 4. All documentation relating to system internal control measures to ensure procedures are followed.***

NMH response: The above information is not held in a form that is readily retrievable from our Information System and, under section 18(f), *‘the information requested cannot be made available without substantial collation and research’*. It would take a significant amount of time and resources to extract and manually review individual policies, procedures and guidelines prior to collation of specific document(s) to meet any question.

This response has been provided under the Official Information Act 1982. You have the right to seek an investigation by the Ombudsman of this decision. Information about how to make a complaint is available at www.ombudsman.parliament.nz or free phone 0800 802 602. If you have any questions about this decision please feel free to email our OIA Coordinator OIArequest@nmdhb.govt.nz

¹ Nelson Marlborough District Health Board

NMH, like other agencies across the state sector, supports the open disclosure of information to assist the public's understanding of how we are delivering publicly-funded healthcare. This includes the proactive publication of anonymised Official Information Act responses on our website from 10 working days after they have been released. If you feel that there are good reasons why your response should not be made publicly available, we will be happy to consider.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Lexie O'Shea', with a stylized flourish at the end.

Lexie O'Shea
Chief Executive