



POLICY AND PROCEDURE

TREATMENT OF MINORS

2021

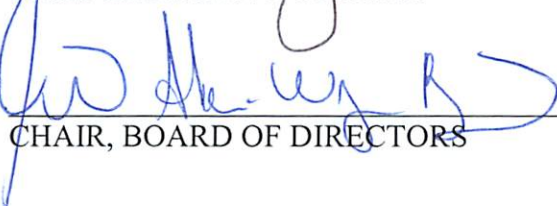
PROCEDURE:

1. All minor clients who present without a parent will be asked for their emancipation status. If they are an emancipated minor, a copy of the court order emancipating the minor will be placed in the chart and they will be accorded all rights of an emancipated minor per MCA 41-3-408.3e.
2. If a minor is found to not be emancipated, written parental permission will be required before the minor will be treated, except in the incidences listed below per MCA 41-1-402:
 - a. “a minor who is or was ever married or has had a child or graduated from high school or is emancipated;
 - b. a minor who has been separated from the minor’s parent, parents, or legal guardian for whatever reason and is providing self-support by whatever means;
 - c. a minor who professes or is found to be pregnant or afflicted with any reportable communicable disease, including a sexually transmitted disease, or drug and substance abuse, including alcohol. This self-consent applies only to the prevention, diagnosis, and treatment of those conditions specified in this section. The self-consent in the case of pregnancy, a sexually transmitted disease, or drug and substance abuse also obliges the health professional, if the health professional accepts the responsibility for treatment to counsel the minor or to refer the minor to another health professional for counseling.
 - d. A minor who needs emergency care without which the minor’s health would be jeopardized. If emergency care is rendered, the parent or legal guardian must be informed as soon as practical.”
3. A minor who consents to treatment for any of the above reasons will be financially responsible for the payment of the service per MCA 41-1-404.
4. No consent is required for the minor who does not possess a mental capacity or who has a physical disability which renders him/her incapable of giving his/her consent and has no known relatives or legal guardians, if a physician determines the health service should be given.



CHIEF EXECUTIVE OFFICER

Date: 11/24/15



CHAIR, BOARD OF DIRECTORS

Date: 12-1-15

Date first adopted	02/06/2008
Date Revised/QI Board approval	02/08/2008
New date adopted/Board of Directors approval	02/15/2008

Memorandum

To: BCHC staff
From: Cindy Smith, CEO
Date: February 15, 2008
Re: Treatment of Minors in Clinic, who request we treat without parental consent

- When we can treat minors without consent of parents:
 - if the minor is living on their own, has had a baby, is married, or has had a court declare them 'emancipated'
 - if the visit is for pregnancy or pregnancy prevention, or STD or STD prevention
 - if emergency care needed, the care may be performed and then the parents notified
- Clinic systems in treating minors:

Scheduling / Billing staff will:

- If a minor wishes the visit to be confidential, their home phone number will not be put in the computer and a flag will be put in the computer system. Use #35 on Patient Registration Screen, "Minor- Don't Call, Don't Bill". Minors will be asked to review the "Don't Call" status at each clinic visit.
- Contact information will be included on the chart demographic page. (Very important since it is not in the computer.) If unable to get contact information, the nurse will try to get this.
- When scheduling the appointment, under reason, write "Minor- do not call".
- Billing will encourage patient to bring in proof of income. Proof will be based on minor's income only.
- Billing will suspend statement and make payment arrangements with client out of the billing office.
- If minor is covered under parents insurance, we will not use insurance for this visit.
- If we are aware that minor does not want the information to be mailed out of clinic, place an orange, "Minor- Confidential" sticker in the lower right hand corner of the yellow Preventive Guidelines sheet on the right side of the chart. Make sure that this sheet remains on top.

Nursing / Provider will:

- Minors will be encouraged to involve their parents or guardians in their health care decisions.
- If there is no contact information available, the nurse will try to get this, in case notification is needed, as in abnormal test results. If unable to get contact information, this needs to be well documented in the chart.
- When lab tests are ordered, a note will be put on lab slip and on the super bill. Mark and highlight the lab slip and the billing slip with "Slide A, Minor, do not contact at home." If minor is covered under parent's insurance, do not use it to cover lab tests for this visit.
- If we are aware that a minor does not want information to be mailed out of clinic, place an orange, "Minor- Confidential" sticker in the lower right hand corner of the yellow preventive guidelines sheet on the right side of the chart. Make sure that this sheet remains on top.