

## **WINDSOR-ESSEX HUMAN SERVICE AND JUSTICE COORDINATING COMMITTEE**

### **HIGH RISK CASE REVIEW (ASSERTIVE COMMUNITY ENGAGEMENT) COMMITTEE**

#### TERMS OF REFERENCE

The High Risk Case Review Committee functions as a subcommittee of the Windsor-Essex Human Service Justice Coordinating Committee and provides a forum for local mental health services, police partners, probation, correctional services and health care providers to bring “high risk” and/or complex need cases of particular concern for review and community case planning. The committee is also responsible for monitoring progress of “high risk” clients previously presented to the committee.

The goal of the committee is to decrease any unnecessary use of community emergency services and to increase the appropriate use of previously recommended services in the community.

#### FUNCTIONS

1. Identifying individuals with mental health issues representing a high risk of harm to themselves or to others who are frequently presenting to the Emergency Department for evaluation or treatment, or those who are frequently in contact with local police authorities due to criminal behaviour/activities.
2. Providing case consultation for “High Risk” individuals as requested, with a goal of planning for and coordinating the necessary community supports and services for the client.
3. Identifying community supports and services that would benefit the individual by improving their functioning and by providing supports required to increase the chances of successful re-integration into the community.
4. Providing an opportunity for direct communication between local mental health services, police partners, probation, correctional services and health care providers for the purpose of case coordination on high risk or complex need cases.
5. Involved community agencies may bring forward individuals for case review whom they have identified as high risk or having complex need
6. To provide ongoing follow-up and evaluation of progress for cases previously brought before the subcommittee.

#### MEMBERSHIP

The High Risk Case Review Committee will be comprised of at least one management and/or one clinical staff representative from the following:

- CMHA-WECEB
- Windsor-Essex ACT
- Mental Health Connections
- Regional Support Associates
- Windsor Regional Hospital/Hotel Dieu Grace Healthcare Mental Health Services and Psychiatry
- CMHA/CCHC Psychiatry
- St. Joseph's Health Centre Forensics Psychiatry
- Windsor Police/COAST
- Probation and Parole
- South West Detention Centre
- Welcome Centre shelter for women
- Street Health

Other service providers will be asked to participate as required such as:

- Crown
- Maryvale
- Regional Children's Centre
- Community Living
- Brentwood
- House of Sophrosyne
- Withdrawal Management
- CCAC
- Children's Aid Society

## AGREEMENT OF THE MEMBERS

The members of the High Risk Case Review Committee agree that all information learned in the process of case review and related discussion is strictly confidential (although subject to disclosure as required by law) and will only be used for the purposes of planning services and coordinating community supports.

Information shared by Probation and Parole is intended to be shared for a correctional purpose and is intended to assist the client. Any information sharing by Probation and Parole at this committee is intended to be done in accordance with the Ministry of Correctional Services Act and related regulations.

## MEETINGS

The committee shall meet on a monthly basis. Urgent meetings may be convened as required.

## ACCOUNTABILITY

The Canadian Mental Health Association Windsor-Essex County Branch will take responsibility for chairing the High Risk Case Review Committee.

IN WITNESS WHEREOF the party hereto executed declares that he/she has the authority to sign the Terms of Reference on behalf of this Organization.

Signed this \_\_\_\_\_ day of \_\_\_\_\_ 2014.

\_\_\_\_\_  
Name of Organization

PER: \_\_\_\_\_  
Authorized Officer