



STATE OF WASHINGTON
DEPARTMENT OF SOCIAL AND HEALTH SERVICES
Behavioral Health Administration
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February 26, 2016

TO: Judges, Commissioners, County Clerks and Court Administrators

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**FROM: Carla Reyes, Assistant Secretary
Behavioral Health Administration, Department of Social and Health Services**

SUBJECT: Competency Services Standardized Court Orders

Defendants awaiting competency services deserve fast and reliable access to appropriate evaluation and treatment. Time spent without this treatment puts defendants at risk for more severe behavioral health crises and prolonged restoration stays. In recognition of this need, DSHS has hired new evaluators and is in the process of opening fifty-four new restoration beds in Maple Lane and Yakima. Substantial progress will be made in upcoming months as these new resources reach their full capacity.

In an effort to improve consistency within the criminal justice system and streamline processes, the Administrative Office of the Court (AOC), after working several months with members of a legislatively mandated workgroup, released standardized forms for court orders for competency services pursuant to RCW 10.77 on December 31, 2015. The forms are available at:
<http://www.courts.wa.gov/forms/?fa=forms.static&staticID=14#MentalProceedings>.

This is a courtesy reminder encouraging all participants to use these standardized forms. These standardized forms allow for consistent and efficient processing of individuals' cases through the forensic system and reduce processing delays in an effort to ensure that defendants are receiving the behavioral health care needed in a timely manner.

Once signed, per RCW 10.77.075(1), court orders are to be emailed within twenty-four hours by the court clerk to the following:

- FOR WESTERN STATE HOSPITAL ORDERS:

For all evaluations that are to be done in the jails (South of Kent) or in the community (All Community referrals) : Send order and discovery materials to:

WSHOutpatient@dshs.wa.gov

For evaluations that need to be admitted to Western State Hospital and ALL Restorations and Dismissals and anything that requires the defendant to be admitted to the hospital:

Send order and discovery materials to: WSHAdmissions@dshs.wa.gov

- FOR EASTERN STATE HOSPITAL ORDERS

Send order and discovery materials to: eshfsuadmin@dshs.wa.gov

Additional mandatory timelines for prosecutors, jail administrators, and jail transport staff can be found in RCW 10.77.075 and RCW 10.77.078. As DSHS nears compliance with the court ordered seven-day standard, adherence to these timelines is critical. Thank you for your attention to this matter. It is only through a collaborative effort between DSHS and its partners that we will meet the court ordered seven-day standard for competency services. We are open to your thoughts and questions as we continue to work towards compliance with Judge Pechman's order.