



# PARKVIEW BEHAVIORAL HEALTH

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August, 2009

Dear Principal, Guidance Counselor, and School Nurse:

As the school year begins, I'd like to familiarize you with the inpatient program for children and adolescents at Parkview Behavioral Health (PBH). We are an acute care facility, with a relatively short length of stay, offering programs designed to give help and hope to patients who have acute emotional and behavioral issues. PBH offers the only child and adolescent inpatient treatment programs in northeast Indiana. Youth services provide care for children from age 4 to age 18. When a child is admitted as an inpatient at PBH, he/she will participate in a full day of therapeutic activities including groups, recreation, education, and psychiatric consultation. Also, we stress the importance of parent/guardian involvement in the treatment of the child or adolescent. Family therapy sessions are a significant part of our treatment program. The overall program is very structured and geared to the individual needs of each patient and family.

An abbreviated school program for patients in kindergarten through twelfth grade is provided during the school year. The program has several purposes/goals for each student. First, we feel that it is important that students not fall behind in their regular schoolwork while at PBH. We ask parents to request assignments and books from their child's school so that they can work while here. Second, we try to provide remedial instruction for patients who may have specific weak skills, providing individualized instruction as needed. Third, we attempt to build students' self-esteem and confidence by providing a positive atmosphere in which to work.

When schoolwork from the patient's school is not available, work is provided by the PBH teachers. All work assigned by the PBH teachers is individualized, based on the student's age, grade, and ability level. The PBH teachers have a large amount of resources from which to select assignments to ensure this match; assignments in the basic skill areas of Math, Reading, and English/Language Arts are generally given each day. Students are encouraged to take this work with them when they return to their own schools.

I have included, on the following page, a brief reference guide for you to use in the event that one of your students is admitted to our program. We invite your input as we plan your student's program of education and treatment.

If you ever have a concern regarding a student at your school whom you feel may benefit from treatment, the PBH Access Center may be reached directly at 260-373-7602. The Access Center provides free assessments and makes suggestions for a plan of treatment. Parents/guardians must accompany children to the Access Center.

I look forward to working with you during the coming school year should one of your students be admitted to PBH.

Thank you,

Gloria S. Benge, M.Ed.  
Youth Services Education Coordinator



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*When one of your students is admitted to PBH. . .*

**Parents are asked to sign a Release of Information (ROI) form** so that the school and hospital may communicate directly regarding the child. When this is done, I will contact the school to inform you of the admission. If a child has been placed in special education programming, I may also request copies of testing and the IEP. These are of value to us in planning a treatment program for the child, and it is, therefore, important that we receive them in a timely manner. I will have ongoing communication with you during a child's stay with us, as warranted and within the privacy guidelines we must all follow. At times, parents ask that we do not have contact with school and decline to sign the ROI. This request must, of course, be honored.

**The patient's parents are asked to contact the school to inform you of the admission and to request school assignments to be completed during hospitalization.** Until schoolwork is provided, the child will complete assignments given by the PBH teacher. We feel that it is always in the best interest of the child that assignments and books from the school be given so that he/she does not fall too far behind in schoolwork while here. Length of stay varies greatly; we generally request 3–5 days of assignments when possible. I am aware that some schools are reluctant to send books to the hospital because of the possibility that they may be lost. I understand your concern, and we store all book bags and school books in the classroom to minimize problems. Unless other arrangements have been made, we expect patients to take their books home with them. If this does not occur, I will do my best to ensure that school materials are returned to you.

**Upon discharge,** I will send a letter to the school confirming the dates of hospitalization. When the scope of the ROI permits, I will also include a copy of the Discharge Instructions, which outline medications and follow-up appointments. Parents are also encouraged to provide the school with a copy of this form.

I, as Youth Services Education Coordinator, will be your primary contact person at PBH. Please do not hesitate to contact me with your comments, questions, or concerns. Also, for your reference, the Youth Services Program Manager is Kelley Kardys (260-373-7622).

Thank you,

Gloria S. Benge, M.Ed.  
Youth Services Education Coordinator  
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