



Vehicles Belonging to Patients Procedure

Effective: 22 February 2018

1. Guiding Principles

Kimberley Mental Health and Drug Service (KMHDS) upholds the right of patients to be treated in a way that balances the need to impose the least restriction on patient rights and freedom with the need to protect patient safety and that of others in the community.

Private vehicles parked on the grounds of Broome Hospital (BH) campus are at the owner's risk and BH accepts no responsibility for the safety and security of vehicles parked on BH campus.

Staff members are not to drive a patient's vehicle, but may assist with arrangements for removal from BH campus.

For all patients including those who are of Aboriginal¹ descent and Culturally and Linguistically Diverse (CALD) backgrounds, understanding is to be facilitated where appropriate by:

- using approved interpreter service
- involvement of an Aboriginal Mental Health Liaison Officer
- involvement of carer, close family member or other personal support person (PSP).

2. Procedure

- 2.1 On admission, the admission nurse is to identify if the patient has access to a private vehicle and its location. Keys to the vehicle must be registered as a patient belonging and stored in the safe for the duration of admission. [Patient Property Procedure – Broome Mental Health Inpatient Unit](#).
- 2.2 Where no other arrangements can be made, vehicles belonging to inpatients may remain in BH car park. Staff must ensure that patients understand that BH takes no responsibility for the safety or security of the vehicle.
- 2.3 Where the patient wants access to their vehicle, the treating medical team must make a clinical decision based on assessment as to whether the patient is capable of driving and whether it is clinically appropriate, and must do so in accordance with [Austroads – Fitness to Drive](#).
- 2.4 The vehicle keys may only be returned to the patient on discharge or to a carer, close family member or other PSP. Where a carer, close family member or PSP removes the vehicle, the keys must be signed for in the patient property register.
- 2.5 Decisions and arrangements regarding a patient vehicle must be documented in the patient health record.

¹ Within Western Australia, the term "Aboriginal" is used in preference to Aboriginal and Torres Strait Islander in recognition that Aboriginal people are the original inhabitants of Western Australia. No disrespect is intended to our Torres Strait Islander colleagues and community.

3. Definitions

BH	Broome Hospital
CALD	Culturally and Linguistically Diverse
PSP	Personal Support Person

4. Roles and Responsibilities

Clinical Director

Has overall responsibility for ensuring that services are delivered in accordance with this procedure.

Consultant Psychiatrist

Is responsible for the medical management of patients in accordance with this procedure in particular to assessing a patients short-term fitness to drive.

Clinical Nurse Manager

Is responsible for the implementation of this procedure.

All Staff

All staff are required to work within this procedure to make sure Broome Mental Health Unit is a safe, equitable and positive place to be.

5. Compliance

Failure to comply with this procedure may constitute a breach of the WA Health Code of Conduct (Code). The Code is part of the [Employment Policy Framework](#) issued pursuant to section 26 of the [Health Services Act 2016](#) (HSA) and is binding on all WACHS staff which for this purpose includes trainees, students, volunteers, researchers, contractors for service (including all visiting health professionals and agency staff) and persons delivering training or education within WACHS.

WACHS staff are reminded that compliance with all policies is mandatory.

6. Evaluation

This procedure is to be reviewed every five (5) years.

7. Standards

[National Safety and Quality Healthcare Standards](#) (First edition 2012): 1.17.2, 1.2.2, 1.8, 1.18.1

[National Safety and Quality Healthcare Standards](#) (Second edition 2017): 1.15(b);1.16(a); 1.30(a);2.5(a); 2.5(b); 2.7; 2.10(a); 5.10(b); 5.10(c); 5.11; 5.12; 5.13(a); 5.13(c); 5.14(d); 5.29(b); 6.7(b); 6.9(a)

[EQulPNational Standards](#): 12.3.1

[National Standards for Mental Health Services](#): 1.1; 1.4; 1.7; 2.11; 7.4; 10.4.5; 10.5.2 2.13, 6.3, 8.4, 10.5.5

[National Standards for Disability Services](#): 1.3; 1.7; 3.1; 3.4

8. Legislation

[Mental Health Act 2014 \(WA\)](#)

9. References

[Austrroads – Fitness to Drive.](#)

10. Related Policy Documents

[WACHS Adult Psychiatric Inpatient Services - Referral, Admission, Assessment, Care and Treatment Policy](#)

[Patient Admission Procedure – Broome Mental Health Inpatient Unit](#)

[Patient Property Procedure – Broome Mental Health Inpatient Unit](#)

11. Related WA Health System Policies

[MP 0040/16 Discipline Policy with Explanatory Notes and Template Letters](#)

12. Policy Framework

[Mental Health Policy Framework](#)

**This document can be made available in alternative formats
on request for a person with a disability**

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