



Preparing for an MHRT Hearing

Checklist for Clinicians

Have you:

- noted the date, time and location of the hearing for your patient?
The AMHS is notified by the MHRT 7 weeks in advance for FO and TSO reviews and 3 weeks in advance for TA reviews by provision of a draft hearings list. The list is finalised 3 weeks before a hearing day for FOs and TSOs and 2 weeks before for TAs. The Administrator Delegate is usually the contact within the AMHS regarding MHRT hearings.
- accessed the clinical report form on CIMHA?
Be sure to use the correct template – there are separate templates for forensic order (mental health), forensic order (disability), treatment support order, treatment authority and fitness for trial.
- noted the specific information requirements of the MHRT?
Check the criteria in the *Mental Health Act 2016* for the type of review and be prepared to answer questions about those factors.
- conducted a recent examination of your patient?
The MHRT will want current information about the patient.
- completed the clinical report with up to date information (including removing or summarising historical information)?
Make sure all sections of the clinical report have been completed. If a previous version of the clinical report is being updated, all existing content should be checked and edited as appropriate. Also ensure that any listed attachments are attached (the MRHT cannot access CIMHA)
- submitted a detailed clinical report at least 7 days prior to the hearing?
Clinical reports should be provided to the MHRT and the patient at least 7 days prior to the hearing. According to Queensland legislation, 'at least 7 days' means 7 clear days. See the MHRT Practice Direction No 1/2017 for guidance on how to calculate this timeframe.

Make a note in CIMHA of the date that the clinical report was provided to the patient as the MHRT is likely to request this information if it does not appear on the report.
- identified if any, or all, of your clinical report or any attachments should be subject to a Confidentiality Order?
The MHRT may only make information or a document confidential from the patient if satisfied disclosure would cause serious harm to the health of the person or put the safety of someone else at risk. Speak to your AMHS Administrator Delegate if you think information or a document should be confidential from the patient.

If the Confidentiality Order relates to a CFOS report, have you liaised with a CFOS representative for information to be able to talk to how the Confidentiality Order criteria may be met.
- discussed the contents of the forensic dossier (where relevant and not confidential) with your patient?
- encouraged the patient to attend the hearing or suggest alternatives if appropriate (e.g. phone, provide a self report)?



- made a diary date to be present at the hearing or be available by phone?
Oral evidence may be required in addition to the clinical report. The MHRT prefers the treating psychiatrist to attend the hearing. If you cannot attend in person, please ensure that the MHRT panel has your contact phone number to call. Any other member of the treating team who attends a hearing should have knowledge of the patient and the treatment plan and be able to answer the Tribunal's questions.

- consulted your AMHS Administrator Delegate with any questions?