



SUPERINTENDENT'S AUTHORIZATION TO TRANSFER INVOLUNTARILY COMMITTED PATIENT (AND NOTICE)

State Form 46618 (R2 / 4-06) / OGC 0008

A request for authorization to transfer _____ was received _____, _____. The request was denied _____, _____, but additional written information was received _____, _____.

The written information received, if true, warrants a determination that the proposed transfer is

- in the best interests of the patient.
- in the best interests of other patients.

Therefore, the request is **GRANTED**.

The Superintendent of _____ is authorized to transfer _____ to _____ on or about _____, _____.

Signature		Date (month, day, year)	
Printed name		Position <input type="checkbox"/> Superintendent of receiving facility <input type="checkbox"/> Superintendent's Designee	

NOTICE TO PATIENT

Your copy of this Authorization is your official notice of your transfer to _____ .

IF YOU ARE WILLING TO BE TRANSFERRED, YOU DO NOT NEED TO READ THE REST OF THIS PAGE.

IF YOU DO **NOT** WANT TO BE TRANSFERRED, YOU MAY REQUEST AN ADMINISTRATIVE OR COURT HEARING. USE THIS FORM, AND ASK FOR ASSISTANCE IF NECESSARY.

Upon your request, the Director of Mental Health and Addiction will schedule a hearing if you are to be transferred to a substantially more restrictive environment. If you request your hearing promptly, every effort will be made to hold the hearing before the scheduled date for the transfer. The final deadline for requesting an administrative hearing is the fifth (5th) day following your transfer. The hearing will be held not later than the tenth (10th) day following your transfer, and you will receive written notice of the time and place of the hearing.

If you are transferred to an environment which is not substantially more restrictive, the Director is not required to schedule a hearing for you. You may, however, object to the transfer by petitioning your committing court for an order setting aside the transfer within thirty (30) days after the transfer.

A copy of this Authorization and Notice has been sent to the persons noted below:

- your legal guardian
- your parents
- your spouse
- your attorney
- others: _____

They may request a hearing on your behalf.

A copy of this Authorization and Notice has been sent to your committing court so that the court has a record of your transfer.