



DCR PROBATION, REVOCATION, TERMINATION NOTIFICATION

Employee Name: _____ FT PT On-Call

Date of GCBH Notification: _____

PROVIDER ACTION

In accordance with *GCBH Policy CL344, Involuntary Treatment Services*, the following action is (will be) taken with the individual listed above: *(check all boxes that apply below)*

Probation: Probation (up to three (3) months) is being recommended to bring the individual’s performance up to minimum standards. During this probationary period, the individual **will not** perform DCR duties, but is expected to return to DCR status upon the successful completion of probation. *(If a formal request to change the probationary status is not made within 3 months, the DCR’s designated authority for the Greater Columbia RSA will be revoked by GCBH).*

Probation: Probation (up to three (3) months) is being recommended to bring the individual’s performance up to minimum standards. During this probationary period, the individual **will continue** to perform DCR duties. *(During the probationary period, the provider will develop a performance improvement plan for the individual, to include additional training, as needed).*

- Effective Date of Probation: _____
- Proposed Length of Probation: _____
- Resolution (date removed from probationary status): _____

Revocation of DCR’s designated authority for the Greater Columbia RSA: This individual does not meet minimum standards and/or have the necessary competency to perform duties as a DCR.

Employee will remain an employee of the organization, but will **not** be authorized to perform DCR duties.

Employee will no longer be employed by the organization (see separation below).

Employee Separation:

Terminated, Effective Date: _____

Resigned, Effective Date: _____

CERTIFICATION AND SIGNATURE

By signature of this request form, I attest that no documentation supporting this request has been falsified or tampered with in any way and is true and correct.

Supervisor Printed Name

Signature

Date

Program Director Printed Name

Signature

Date