

## OHA Instruction Guide:

### Community Restoration Status Reports & Immediate Notification Reports

This Smartsheet form is for Community Restoration Status Reports and Immediate Notification Reports. These reports are required when someone has been ordered to Community Restoration. The Community Restoration Status Reports and Immediate Notification Reports are Smartsheet forms that are located on the [OHA Intensive Services](#) website.

Check the appropriate circles to indicate which report is being submitted. When the report is submitted, you'll only get a copy of the report submitted.

### Definitions

Community Restoration Status Reports are completed by the CMHP Director or Designee at least every 45 days as required in OAR 309-088-0146. The status report also supports the courts' 45-day status review per HB 2005. This report helps ensure compliance with HB 2005 Section 45(5)(a) which was operative September 29, 2025, for persons who are determined by a court to lack fitness to proceed on or after September 29, 2025.

Immediate Notification Reports (Non-Compliance) are completed by the CMHP Director or Designee as required in OAR 309-088-0146 and HB 2005. This report helps ensure compliance with HB 2005 Section 45(5)(e) which was operative September 29, 2025, for persons who are determined by a court to lack fitness to proceed on or after September 29, 2025.

*Submission of a CR Status Report or Immediate Notification Report will be autogenerated to the Intensive Services Unit.*

*At the bottom of the form, you have the option to select "Send me a copy of my response." You must check this box and enter your email if wanting the email version of just responses.*

When OHA receives a Community Restoration Status Report or Immediate Notification Report, it is assumed the CMHP will submit the report(s) to the court and parties to the case using the process agreed upon in your jurisdiction.

## **Sections of the Community Restoration Status Report**

### **Individual Completing Report**

This section is to be filled out with the contact information/credentials of whomever is completing and submitting the template to the court. If the individual completing and submitting the form is not a QMHP indicate the QMHP that was assigned for review. If wanting the PDF submission to go to more than just yourself, separate emails with a comma and space.

### **Defendant Information**

This section is completed to collect basic information on the defendant that the Community Restoration Report or Immediate Notification Report is being completed for.

### **Community Restoration Status Report Update**

This section provides OHA and the Court information about the defendant's status while in Community Restoration and is to be submitted to OHA and the court at least every 45 days for the 45-day status reviews per HB 2005 Section 45(a) and OAR 309-088-0146. Submission must include a current update of the 45-day review that reflects an update of the following:

- Have acuity of symptoms increased?
- Is the defendant making progress in gaining or regaining fitness to proceed?
- Is the defendant complying with court-ordered restoration services?

### **Status Report Summary**

This section lists the sources of who was collaborated with within the past 45 days.

## Immediate Notification Report (Non-Compliance)

An Immediate Notification Report is submitted to the court as required in Section 45(5)(e) and OAR 309-088-0146. When submitting an Immediate Notification Report:

- Indicate if the Immediate Notification Report is a new report or an update from a previous submission when the defendant has come into compliance with medications or treatment services.
- If it is a new report, check all that apply and follow prompts to enter dates and CMHP engagement efforts.
- If it is an update, indicate which compliance issue has been resolved, the date notified of non-compliance and the date the defendant came into compliance.
- If it is an update and there's still outstanding compliance issues indicate what is still outstanding, the date notified of non-compliance and all efforts to engage and support the defendant into coming into compliance since the "new" report submission.