



SALISH BH-ASO POLICIES AND PROCEDURES

Salish Behavioral Health
Administrative Services Organization

Policy Name: Salish Youth Network Collaborative (SYNC) **Policy Number:** CL213

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PURPOSE

To provide community-based coordination to improve access to services for children and youth experiencing complex behavioral health needs, with priority given to youth being served in emergency departments and needing urgent coordination of services.

POLICY

SBH-ASO SYNC Program is responsible for establishing and strengthening collaborative communication, mapping existing services, and improving service coordination to develop a responsive, robust system of care for youth and their families within Clallam, Jefferson, and Kitsap Counties.

PROCEDURE

1. SYNC Staff Responsibilities include:
 - a. Program Supervisor
 - i. Leading youth system coordination
 - ii. Providing staff supervision of youth program coordinators,
 - iii. Ensuring the quality of behavioral health services within our community to include coordination with individuals with behavioral health needs, treatment providers/facilities, and participation in statewide planning initiatives.
 - iv. Serving as a liaison between SBH-ASO, youth/families, community partners, treatment agencies, schools, and other stakeholders.

- v. Developing a plan for engaging Steering Committee Members.
- vi. Developing a plan for incentivizing Steering Committee Member participation.
- b. Coordinators:
 - i. Participating in youth system coordination.
 - ii. Ensuring the quality of behavioral health services within our community to include coordination with individuals with behavioral health needs, and treatment providers/facilities
 - iii. Serving as a liaison between SBH-ASO, community partners, treatment agencies, schools, youth/families
 - iv. Supporting youth and families through multidisciplinary team meetings
 - v. Engaging and supporting youth and families in community settings
- 2. SYNC Steering Committee:
 - a. SYNC convenes regional stakeholders with representation of significant partners, to include but not limited to:
 - i. Child welfare
 - ii. Schools
 - iii. Emergency management services
 - iv. Juvenile justice
 - v. Emergency departments
 - vi. Behavioral Health Providers,
 - vii. Social support providers
 - viii. Community, youth, and family peer organizations
 - ix. Black, Indigenous, People of Color and Tribal affiliated agencies, services, and community support services
 - x. Managed Care Organizations care coordinators
 - xi. Development Disabilities Community Services case managers.

- b. The SYNC charter defines and describes the role of the community partners. All organizations engaging in the MDT process sign on to the SYNC charter and the charter includes a confidentiality agreement for all participants.

The SYNC Steering Committee role is:

- i. Prioritizing the needs of youth with complex presentations.
 - ii. Increasing access to community resources in support of stabilization of the youth and family.
 - iii. Developing a mission, vision, and values for SYNC.
3. SYNC maintains a regional release of information (ROI) for use in coordination and multi-disciplinary team engagement.
 4. SYNC maintains a community portal where community members can request SYNC services; this may include but is not limited to care coordination and the convening of a multi-disciplinary team. SYNC Staff shall adhere to all program protocols and organizational policy and procedures.
 5. Salish BHASO will submit reports to HCA in accordance with contract.