



SALISH BHO

ADMINISTRATION POLICIES AND PROCEDURES

Policy Name: SPECIAL POPULATIONS – COORDINATION OF CARE FOR CHILDREN

Policy Number: 2.17

Reference: WAC 388-865-0238; CFR 438.208

Effective Date: 10/2005

Revision Date(s): 12/2012; 4/2016; 5/2017; 6/2018

Reviewed Date: 4/2016; 5/2017; 6/2018

Approved by: SBHO Executive Board

CROSS REFERENCES

- Policy: Corrective Action Plan

PURPOSE

The Salish Behavioral Health Organization (SBHO) shall ensure the oversight of medically necessary behavioral health services and coordination of care for children. Coordination of care will promote reintegration, recovery and resiliency through continuity of service delivery and quality improvement.

DEFINITIONS

The SBHO defines a child or youth as an individual under the age of 18 years old.

When an EPSDT referral is received, a child or youth is defined as a Medicaid individual under the age of 21 years old.

PROCEDURE

1. When SBHO behavioral health services are requested for a child or youth, the SBHO and the network providers shall outreach and gather the necessary information from:
 - The child
 - The youth

- If the child is under the age of 13, the parent(s) and/ or caregiver
 - If the youth is over the age of 13 years and provides permission, the legal guardians and/or parents and other family members
2. When SBHO behavioral health services are provided to a child or youth, the SBHO and network provider are responsible to coordinate care with the following entities, as they apply to individual cases:
 - Other Network Behavioral Health Care Professionals
 - Other Out of Network Behavioral Health Care Professionals
 - Mental Health Specialists
 - Chemical Dependency Professionals
 - Allied System Providers
 - Schools
 - Primary Medical Care Provider
 3. The coordination of care process shall include identification, assessment, treatment planning, and direct access to a specialist.
 4. To effectively promote and facilitate coordination of care for children, the SBHO shall maintain updated working agreements with the following allied system providers:
 - Developmental Disabilities Administration (DDA) – Child
 - Division of Child and Family Services (DCFS)
 - Children’s Long-term Inpatient Program (CLIP)
 - Office of Superintendent Public Instruction (OSPI)
 - Juvenile Rehabilitation Administration (JRA)
 - Tribes
 5. The SBHO shall maintain (updated annually) and distribute to the network a directory of Mental Health Specialists and Chemical Dependency Professionals available to provide consultation for behavioral health services to special populations. Recommendations from specialist consultations shall be incorporated into treatment planning and service delivery.

MONITORING

This Policy is a mandated by statute.

The SBHO Children’s Services Manager is responsible for the oversight and random sampling of services provided throughout the network.

1. This Policy will be monitored through use of SBHO:
 - Annual SBHO Provider and Subcontractor Administrative Review
 - Annual Provider Chart Review
 - Grievance Tracking Reports
 - Biennial Provider Quality Review Team On-site Review
 - Quality Management Plan activities, such as review targeted issues for trends and recommendations

2. If a provider performs below expected standards during any of the reviews listed above a Corrective Action will be required for SBHO approval.
Reference SBHO Corrective Action Plan Policy