

## DEPARTMENT OF SOCIAL SERVICES

## CHILDREN'S DIVISION

P. O. BOX 88

JEFFERSON CITY, MISSOURI

May 12, 2006

**What's Inside:**Emergency  
Residential Services  
Authorizations**MEMORANDUM**

TO: REGIONAL EXECUTIVE STAFF, CIRCUIT MANAGERS, AND  
CHILDREN'S DIVISION STAFF

FROM: PAULA NEESE, INTERIM DIRECTOR

SUBJECT: EMERGENCY RESIDENTIAL SERVICES AUTHORIZATIONS

The purpose of this memorandum is to reiterate our policy *and* introduce new provisions regarding authorizations for emergency residential services (EMER and BASC).

As you are aware, for FY-06 the Division has offered both a Medicaid REHAB-RT *and* a Non-REHAB (Title IV-E) contract for a range of residential treatment services. The Children's Division determines which contract is utilized based on a child's eligibility for either contract. With few exceptions, the Division will utilize our Residential Facility-Based Rehabilitative Treatment Services (REHAB-RT) contract. The few exceptions would include youth admitted for maternity care, maternity with infant, or infant toddler care (for children under age 6).

Form CS-9 is to be used for all referrals for residential services. The CS-9 focuses on the chronicity of behavior and includes the use of Childhood Severity of Psychiatric Illness (CSPI). The CSPI is an assessment tool developed to assist in the management and planning of appropriate services for children, ages six (6) and over, and adolescents. It is a decision support tool. The CSPI provides for the structured assessment of children with possible behavioral health service needs, along a set of dimensions found to be relevant to clinical decision making. The instrument is simple to complete and interrater reliability is high. It is designed to provide information regarding children's behavioral health needs for utilization during service system planning and quality assurance monitoring. Its use enhances our ability to make differential decisions regarding a child's need for residential treatment. The CSPI also serves as the eligibility determination process for youth being enrolled in the Medicaid Rehabilitation Option (REHAB). REHAB allows the Children's Division (CD) to access federal funding to purchase rehabilitative services to meet children's identified behavioral health service needs.

For children age six (6) years and older entering the Division's custody for the first time and requiring an emergency, or other residential service, staff will establish their eligibility for REHAB-RT, per Division policy (Section 4, Chapter 18 of the Child Welfare Manual). New provisions of our policy include the following:

- When updating the SS-61 accordingly the REHAB Service Begin Date shall be the date the CSPI was *completed*. This is the eligibility determination date.

- Staff will **no longer back-date** the REHAB Service Begin Date to include the date of placement unless the CSPI was completed on that date.

It is critical that staff adhere to our policy of completing the CSPI, within five (5) working days, for age appropriate children who have not already had a CSPI completed, when they enter an emergency or any other residential placement.

The Children’s Division is committed to maximizing federal financial participation in support of the residential treatment services we purchase. In doing so, we are potentially able to broaden the availability of this important service to increased numbers of children.

Should questions remain regarding this matter, please feel free to contact Keith Krueger, Program Manager at (573) 751-2502.

<b>NECESSARY ACTION:</b>	
<ol style="list-style-type: none"> <li>1. Review this memorandum with all Children’s Division staff.</li> <li>2. Review revised Child Welfare Manual chapters as indicated below.</li> <li>3. All questions should be cleared through normal supervisory channels and directed to:</li> </ol>	
<b>PDS CONTACT:</b> Kit Glover 573-751-4344 <a href="mailto:Kit.Glover@dss.mo.gov">Kit.Glover@dss.mo.gov</a>	<b>PROGRAM MANAGER:</b> Keith Krueger 573-751-2502 <a href="mailto:Keith.Krueger@dss.mo.gov">Keith.Krueger@dss.mo.gov</a>
<b>CHILD WELFARE MANUAL REVISIONS:</b> <a href="#">Section 4, Chapter 18</a>	
<b>FORMS AND INSTRUCTIONS:</b> SS-61 Instructions	
<b>REFERENCE DOCUMENTS and RESOURCES:</b> N/A	
<b>RELATED STATUTE:</b> N/A	
<b>ADMINISTRATIVE RULE:</b> N/A	
<b>COUNCIL ON ACCREDITATION (COA) STANDARDS:</b> N/A	
<b>PROGRAM IMPROVEMENT PLAN (PIP):</b> N/A	
<b>SACWIS REQUIREMENTS:</b> N/A	