

## DEPARTMENT OF SOCIAL SERVICES

## CHILDREN'S DIVISION

P. O. BOX 88

JEFFERSON CITY, MISSOURI

November 29, 2011

**What's Inside:**Introduction of  
Inpatient  
Diversion  
Program

## M E M O R A N D U M

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

FROM: CANDACE A. SHIVELY, DIRECTOR

SUBJECT: INTRODUCTION OF INTENSIVE COMMUNITY PSYCHIATRIC REHABILITATION SERVICES (AKA INPATIENT DIVERSION PROGRAM)

## DISCUSSION:

The purpose of this memorandum is to introduce Intensive Community Psychiatric Rehabilitation Services, also known as the Inpatient Diversion Program, which will be administered by the Department of Mental Health and Burrell Behavioral Center. Services will be provided at Burrell Behavioral Center's two (2) licensed residential centers, Burrell Bramblewood and Burrell Milano House.

This Inpatient Diversion program will provide a comprehensive array of mental health services to a small population of youth whose mental health needs cannot be met in a home-like or community-based setting. No more than 15 children will be enrolled at any given time unless otherwise approved by the Division Director or their designee. These services will be provided in a secure 24-hour service environment with a child and adolescent psychiatrist supervising the care provided by a multi-disciplinary team. The goal of the treatment is to manage the mental health crisis and restore the child to his/her previous level of functioning. One staff member will be available for every two youth enrolled in the program during waking hours.

Each youth enrolled in the Inpatient Diversion Program will receive services which include, but are not limited to:

- A comprehensive, individualized care plan developed by the family, child, natural supports, community partners, Burrell Behavioral Center, and the Children's Division.
- A well defined crisis plan which anticipates and accommodates complications during transition to lower levels of care.
- Availability of emergency medical services.

- Availability of a licensed nurse, occupational and recreational therapists.

Eligibility criteria for these services are listed below:

- The child must be in the custody of the Children's Division.
- The child must be case managed directly by the Children's Division.
- The child must be eligible to receive federally funded Medicaid.
- The child must meet the eligibility criteria for the CPR Intensive Level Inpatient Diversion which includes a rating of Level 6 on the Child and Adolescent Level of Care Utilization System (CALOCUS).

Steps prior to enrollment in the Inpatient Diversion program:

- The Family Support Team must recommend a referral to the Inpatient Diversion program.
- Verification of available slots must be obtained from the Central Office designee.
- A referral must be made through the Residential Care Screening Team Coordinator.
- Verification must be obtained to determine if the youth meets the criteria outlined above.
  - Youth must be assessed and meet Level 6 criteria on the CALOCUS.
  - Youth must have a fund code of 2 or 12 in FACES which indicates they receive federally funded Medicaid.
- The Inpatient Diversion Agreement form must be completed and signed.

For youth enrolled in the Inpatient Diversion program:

- Initial authorization cannot exceed 180 days.
- Program participation may not be extended without the FST recommendation and the Central Office designee's prior approval.
- Placement at Burrell Bramblewood and Burrell Milano House must be entered in FACES with a placement type of RFA and a maintenance level of 3, i.e. no maintenance will be generated from FACES.
- Payment for youth enrolled in the Inpatient Diversion Program will be handled by the Central Office designee.
- Burrell Behavioral Center staff must be invited to all FST meetings.
- CD staff should attend monthly treatment team staffings in person or by phone conferencing.

Inpatient Diversion services are not approved until the Inpatient Diversion Agreement form is completed and signed by all parties. A copy of the signed agreement form must be sent to the Central Office designee, Randy Yancey, within 10 days of the date of placement.

**NECESSARY ACTION**

1. Review this memorandum with all Children's Division staff.
2. All questions should be cleared through normal supervisory channels and directed to:

**PDS CONTACT**

PDS:Randal D. Yancey  
Phone: 573-751-4344  
E-mail: Randal D. Yancey@dss.mo.gov

**PROGRAM MANAGER**

Program Manager: Susan Savage  
Phone: 573-751-2502  
Email: Susan.K.Savage@dss.mo.gov

**CHILD WELFARE MANUAL REVISIONS**

N/A

**FORMS AND INSTRUCTIONS**

Inpatient Diversion program agreement form [CD-180](#)

**REFERENCE DOCUMENTS AND RESOURCES**

N/A

**RELATED STATUTE**

N/A

**ADMINISTRATIVE RULE**

N/A

**COUNCIL ON ACCREDITATION (COA) STANDARDS**

N/A

**CHILD AND FAMILY SERVICES REVIEW (CFSR)**

N/A

**PROTECTIVE FACTORS**

Parental Resilience N/A  
Social Connections N/A  
Knowledge of Parenting and Child Development N/A  
Concrete Support in Times of Need N/A  
Social and Emotional Competence of Children N/A

**FACES REQUIREMENTS**

See instructions in memo.