
CHAPTER 31: MENTAL HEALTH REHABILITATION

SECTION: TABLE OF CONTENTS

MENTAL HEALTH REHABILITATION (MHR)

TABLE OF CONTENTS

SUBJECT **SECTION**

OVERVIEW **SECTION 31.0**

MHR Program Services Package

Covered Services

Mandatory Service

Optional Services

Screening for Medical Necessity

Medical Necessity Criteria

Adult Criteria for Services

Children/Youth Criteria for Services

Exclusionary Criteria

Discharge Criteria

SERVICES **SECTION 31.1**

Services Delivery

Mandatory Services

Assessment and Service Planning

Service Definition

Program Requirements

Service Planning

Goals

Objectives

Interventions

Individualized/Recovery Focused Crisis Plan

Discharged Plans

Staffing Requirements

Service Specific Documentation Requirements

Service Authorization Periods

CHAPTER 31: MENTAL HEALTH REHABILITATION

SECTION: TABLE OF CONTENTS

PAGE (S) 7

SUBJECT

SECTION

Community Support

Service Definition
Program Requirements
Place of Service and Frequency of Contact
Staff Requirements
Service Authorization Periods

Group Counseling

Service Definition
Clinical Exclusions
Program Requirements
Place of Service
Staffing Requirements
Service Authorization Periods and Service Limits

Individual Intervention

Service Definition
Place of Service
Staffing Requirements
Service Authorization Periods

Medication Management

Service Definition
Program Requirements
Storage of Medications
Staffing Requirements
Service Specific Documentation Requirements
Place of Service
Service Authorization Periods

Parent/Family Intervention (Counseling)

Service Definition
Program Requirements
Place of Service
Staffing Requirements
Service Authorization Periods

Psychosocial Skills Training-Group (Youth)

Service Definition
Clinical Exclusions
Program Requirements
Place of Service
Staffing Requirements
Service Authorization Periods
Optional Services

CHAPTER 31: MENTAL HEALTH REHABILITATION

SECTION: TABLE OF CONTENTS

PAGE (S) 7

SUBJECT

SECTION

Mandatory Services (cont'd)

Parent/Family Intervention (Intensive) (Youth Only)

- Service Definition
- Program Requirements
- Duration of Treatment
- Intensity of Service
- Face-to-Face Contact and Location Service
- Team Caseload
- Crisis Management
 - Availability
 - Planning and Management
- Family Involvement
- Team Case Coordination
- Comprehensive Mix of Services
- System Collaboration
- Staffing Requirements
- Service Authorization Periods

Psychosocial Skills Training – Group (Adult)

- Service Definition
- Clinical Exclusions
- Program Requirements
- Place of Service
- Staffing Requirements
- Service Authorization Periods

SERVICE ACCESS AND AUTHORIZATION

SECTION 31.2

Service Access and Authorization Process

Phase One: Screening for MHR Eligibility

Phase Two: Determining Eligibility and Developing Interim ISRP

- Approval for Eligibility
- Denial for Eligibility

Phase Three: Developing the Initial ISRP

- Approval for Initial Services
- Denial for Initial Services

Phase Four: Conducting a Reassessment and Updating the ISRP

- Approval for Continued Service
- Denial for Continued Services

CHAPTER 31: MENTAL HEALTH REHABILITATION

SECTION: TABLE OF CONTENTS

PAGE (S) 7

SUBJECT

SECTION

Other Service Access and Authorization Activities

- Request for Revision
- Approval for Revision
- Denial for Revision

Access to Emergency Services

- New Recipients
- Active Recipients

Recipient Transfer

Recipient Readmission

Reconsideration

Appeal Process

Provider Closure

Re-establishing Services to Displaced Recipients Due to Disaster

PROVIDER CERTIFICATION/RECERTIFICATION

SECTION 31.3

Initial Certification and Enrollment

- Initial Certification and Enrollment Applications

Optional Services Certification

- Optional Services Certification Applications

Certification Process

Provider Application Review

- Application and Site Review(s)
- Initial Certification Approval and Enrollment

Loss of Certification

Discontinuation of Adult PSR and PFII Services

Recertification

- Failure to Recertify

Accreditation

Changes or Events that Must Be Reported

- Changes to Report to Fiscal Agent
- Changes to Report to Medicaid Behavioral Health Section
 - Change of Address
 - Off-site Service Deliver Location
 - Change in Contact Information
 - Change of Population
 - Change of Ownership (CHOW)
 - Request to Discontinue Offering One or More Optional Services

CHAPTER 31: MENTAL HEALTH REHABILITATION

SECTION: TABLE OF CONTENTS

SUBJECT

SECTION

Agency Closures
Staff
Accreditation Status
Insurance Coverage
Hours of Operation

Reportable Events

PROGRAM OPERATIONS

SECTION 31.4

General Provisions

Organizational Structure
Cooperative Agreement
Policy Manual
Quality Management Policy
Program Philosophy
Provider Operations

STAFFING AND TRAINING

SECTION 31.5

Staffing Requirements

Personnel Records

Confidential Information

Staff Qualifications

Licensed Mental Health Professional (LMHP)
Psychiatrist
Psychologist
Advanced Practice Registered Nurse (as LMNP)
Licensed Clinical Social Worker
Licensed Professional Counselor
Approved Clinical Evaluator (ACE)
Mental Health Professional (MHP)
Mental Health Specialist (MHS)
Registered Nurse (RN)
Licensed Practical Nurse (LPN)

Staff Responsibilities

Backup Staff
Supervision
Initial Supervision

CHAPTER 31: MENTAL HEALTH REHABILITATION

SECTION: TABLE OF CONTENTS

PAGE (S) 7

Ongoing Supervision

SUBJECT

SECTION

Orientation and Training

Orientation and Training Hours

- Orientation On-Site Instructions
- On-the-Job Training
- LOCUS and CALOCUS Training
- Other Required Training
- Job Specific Training
- Annual Training
- Qualified Trainers
- Bureau Training

RECORD KEEPING

SECTION 31.6

Retention of Records

Destruction of Records

Confidentiality and Protection of Records

Review by State and Federal Agencies

Administrative and Personnel Records

Recipient Records

- Components of Recipient Records
- Service Logs

PROGRAM MONITORING

SECTION 31.7

Monitoring

Interviews

Monitoring Results

Plan of Correction

ADMINISTRATIVE SANCTIONS

SECTION 31.8

Grounds for Sanctioning Providers

Informal Review

Notice of Appeal Procedure

CHAPTER 31: MENTAL HEALTH REHABILITATION

SECTION: TABLE OF CONTENTS

PAGE (S) 7

SUBJECT

SECTION

FINANCIAL REIMBURSEMENT

SECTION 31.9

General Provisions for Reimbursement
Information Transfer/Billing Schedule
Documentation Requirements

ACRONYMS/DEFINITIONS

SECTION 31.10

Hardware and IT Requirements

APPENDIX A

Letter of Attestation

APPENDIX B

DHH Research Policy

APPENDIX C

Service Log

APPENDIX D

Message to EPSDT Eligibles and Parents

APPENDIX E