

Authorization of Specialized Therapeutic Foster Care Services

Purpose: To provide Child Welfare Partnership members with guidelines to ensure consistent and appropriate review of candidates for the Medicaid funded service Specialized Therapeutic Foster Care.

The CW Partnership Specialized Foster Care Coordinator (STFC Coordinator) will be responsible for providing technical assistance to and monitoring each CBC to determine the adequacy of procedures developed at the CBC level to manage this service. The STFC Coordinator will develop a monitoring plan to assure that referrals and discharges are appropriate and timely. The STFC Coordinator will review weekly reports from Magellan on placements and discharges to ascertain where there are gaps in service and excess capacity in order to provide assistance in placing children as quickly as possible into a treatment program.

The procedure in this document acknowledges that Multidisciplinary Teams (MDT) will exist, however they may exist in various forms based upon local need and the system of care. The MDT will be coordinated by the CBC and will consist of members identified in each CBC. The STFC Coordinator will attend one MDT meeting at each CBC within the first 90 days to provide technical assistance and review for policy/procedure compliance. The STFC Coordinator will then attend or conference in on one MDT at least every 3 months thereafter.

The core members of the MDT should include: CBC Point of Contact, Child Welfare Case Manager and a Clinical person who can speak to the current clinical treatment and condition of the child and caregivers. The clinical person may be the current therapist or a representative from the treating entity. The CBC Point of Contact is the person identified in each CBC to manage the MDT process and request authorizations from Magellan. CBCs shall include in the MDT process other child advocates within the community including parents, foster parents, guardian ad litem, attorneys, providers, etc. The family case conferencing meeting may be the MDT as well. The role of the MDT is to provide a forum for review of a case for STFC and STGC based upon medical necessity criteria. MDTs can also provide guidance/recommendations for other services in the event that STFC is not recommended. The recommendations from these teams are forwarded by the CBC Point of Contact to the Magellan care manager for authorization.

Documents necessary for decision making for placement at the STFC level are currently specified in the Medicaid Handbook. To ensure that permanency plans are considered it is recommended that the case plan be one of the documents reviewed. CBCs may require other documents such as the CBHA. (For clarification these documents will be referred to as the therapeutic packet)

Procedure:

1. The Child Welfare Case Manager will forward the therapeutic packet to the CBC Point of Contact or designee within the CBC. The CBC may return/divert a request for STFC should the packet not meet the requirements for documentation in the Medicaid Handbook or have adequate clinical history to make a decision.
2. The CBC Point of Contact will convene the MDT. A decision will be made regarding service referral.
3. If the recommendation is for the service STFC, the CBC Point of Contact will contact the Magellan care manager within one working day of the MDT recommendation to obtain authorization. Upon obtaining authorization from Magellan, a specialized therapeutic foster care placement will be located. Should it be determined that the child does not meet medical necessity criteria for STFC placement, the CBC Point of Contact will contact the Child Welfare Case Manager and advise them of the decision and assist them regarding other community service recommendations. The CBC Point of Contact will provide documentation for the case record of the decision of the MDT and the members present.
4. Locating a STFC placement is the responsibility of the CBC lead agency. All CBCs currently have a mechanism to locate placements for children placed in their care. The CBCs will use their current process to locate a treatment placement for STFC. Placements outside of the district will require contact with the CW Partnership STFC Coordinator prior to placement in order to ensure that various legal and programmatic processes are in compliance before the CBC places a child outside of their geographic district.
5. Once a placement is located by the Lead Agency and within 1 business day of locating an approved placement, the CBC Point of Contact will fax the approved authorization request to the Child Welfare Case Manager and the STFC provider. The CBC Point of Contact will notify the CW STFC Coordinator of the placement.
6. The CBC Point of Contact within the CBC is responsible for notification of appropriate parties to ensure HomeSafenet entry and foster parent payments.
7. Per Medicaid guidelines STFC placements may be for no more than 6 months without a review. The CBC Point of Contact is responsible for tracking of these placements and may not authorize additional services at this level without review by the MDT and proper authorization from the Magellan care manager.