



YOLO COUNTY
ALCOHOL, DRUG AND MENTAL HEALTH DEPARTMENT
POLICY AND PROCEDURES MANUAL

SUBJECT: TBS – Notification

POLICY

In accordance with State Department of Mental Health (DMH) Letter No. 01-07, the Yolo County Alcohol, Drug and Mental Health Department (ADMH) has had the responsibility to provide Early Periodic Screening, Diagnosis and Treatment (EPSDT) and Therapeutic Behavioral Services (TBS) notifications to full-scope Medi-Cal beneficiaries under the age of twenty-one (21) years of age and their representative(s), when the beneficiary has been admitted to a Skilled Nursing Facility (SNF) or Institute for Mental Disease (IMD); or placed in a Rate Classification Level (RCL) 13-14 group home; or placed in a RCL 12 when ADMH is involved in the placement.

In addition, with the issuance of DMH Letter No. 04-04, ADMH now has the responsibility to provide the EPSDT and TBS notifications to a Medi-Cal beneficiary who is under 21 years of age and their representative who has been admitted with an emergency psychiatric condition to a hospital with which ADMH contracts.

Notifying Clients of Therapeutic Behavioral Services

- A. Medi-Cal clients under the age of 21 years and their representative(s) meeting the above indicated notification criteria shall be notified of their right to TBS through written informing materials. These informing materials are available in English and in Spanish. Additional types of language assistance shall be provided as necessary and at no charge to the client.
- B. When Medi-Cal beneficiaries who are under 21 years of age are admitted with an emergency psychiatric condition to an ADMH contract hospital, ADMH has contracted with hospital staff to provide the beneficiary and their representatives with the TBS informing materials. ADMH Quality Management (QM) will ensure notifications occur via training, support and monitoring activities.

PROCEDURE

- A. For full-scope Medi-Cal beneficiaries who are under 21 years of age and their representative, who are admitted to a SNF or IMD, the notification shall be completed by the ADMH Supervisor participating in the Regional Meeting for consideration of placement. The notification materials will be delivered with the required certification form (PP 603-A TBS Certification Prior to Placement Form), when applicable.

- B. For full-scope Medi-Cal beneficiaries who are under 21 years of age and their representative, who are placed in a RCL 13-14 group home; the notification shall be completed by the ADMH Supervisor participating in the Multi-Disciplinary Assessment and Referral Team (MDART) staffing which approved the RCL 13/14 certification. The notification materials will be delivered with required certification form, when applicable.
- C. For full-scope Medi-Cal beneficiaries who are under 21 years of age and their representative, who are placed in a RCL 12 group home in which ADMH is involved, the notification shall be completed as follows:
1. Beneficiaries placed via 3632/26.5/Individual Education plan (IEP) Process
The assigned case ADMH clinician/case manager will provide notification.
 2. Beneficiaries placed via Department of Employment and Social Services (DESS)/Child Welfare Services (CWS)
The ADMH Supervisor participating in the inter-agency Child Access Review Team (CART) staffing will provide the notification.
 3. Beneficiaries placed via Probation Department
The ADMH Supervisor or Staff Member participating in the Probation Pre-Placement Screening Committee (PPS) staffing will provide the notification.
 4. Beneficiaries placed via Adoption Process (AAP)
The assigned case ADMH clinician/case manager will provide notification.
In each circumstance above, the notification materials will be delivered with required certification form, when applicable.
- D. Whenever any Medi-Cal beneficiaries who are under 21 years of age are authorized for an admission (involuntary or voluntary) to an ADMH contract hospital, the hospital staff shall provide the beneficiary and their representative with the notifications for EPSDT and TBS.

REFERENCES

PP 602 TBS – Certification prior to Specific Types of Placement
DMH Letter Nos. 01-07 and 04-04
Emily Q. v. Bontá (C.D.Cal., 2001, CV 98-4181 AHM (AIJx))

APPROVED BY:



ADMH Director

11-3-08

Date

This notice is for children and young people who qualify for Medi-Cal EPSDT services because they are under 21. This notice is also for caregivers or guardians of children and young people who qualify for EPSDT.

What are Early and Periodic Screening, Diagnosis and Treatment (EPSDT) services?

EPSDT services are extra Medi-Cal services. You can get them in addition to other Medi-Cal services. You must be under age 21 and have full scope Medi-Cal to get these services. EPSDT services correct or improve medical problems that your doctor or other health care provider finds, even if the health problem will not go away entirely.

How can I get EPSDT services for my child or, if I am under age 21, for myself?

Ask your doctor or clinic about EPSDT services. You may get these services if you and your doctor, or other health care provider, clinic (such as Child Health and Disability Prevention Program [CHDP]) or county mental health department agree that you need them.

What are EPSDT mental health services?

EPSDT mental health services are Medi-Cal services that correct or improve mental health problems. These problems may be sadness, nervousness, or anger that makes your life difficult.

Some of the services you can get from your county mental health department are:

- Individual therapy
- Group therapy
- Family therapy
- Crisis counseling
- Case management
- Special day programs
- Medication for your mental health
- EPSDT mental health services to treat alcohol and drug problems you may have that affect your mental health.

You can also ask for counseling and therapy as often as once per week or more if you think you need it. You may be able to get these services in your home or in the community.

In most cases, your county mental health department, you, and your doctor or provider will decide if the services you ask for are medically necessary. County mental health departments must approve your EPSDT services. Every county mental health department has a toll-free phone number that you can call for more information and to ask for EPSDT mental health services.

What are EPSDT Therapeutic Behavior Services (TBS)?

Therapeutic Behavioral Services (TBS) is a new EPSDT mental health service. TBS helps children and young people who:

- Have severe emotional problems
- Live in a mental health placement or are at risk of placement, or
- Have been hospitalized recently for mental health problems.

If you get other mental health services and still feel very sad, nervous, or angry, you may be able to have a trained mental health coach help you. This person could help you when you have problems that might cause you to get mad, upset or sad. This person would come to your home, group home or go with you on trips and activities in the community.

Your county mental health department can tell you how to ask for an assessment to see if you need mental health services including TBS.

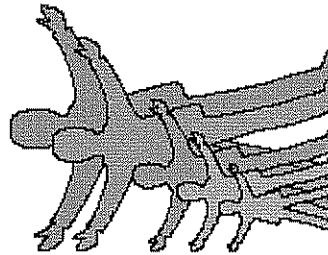
Who can I talk to about EPSDT mental health services?

You can talk to your doctor, psychologist, counselor or social worker about EPSDT mental health services. For children and young people in a group home or residential facility, you can talk to the staff about getting additional EPSDT services.

Medi-Cal Services for Children and Young People:

Early and Periodic Screening, Diagnostic and Treatment

Mental Health Services



Who can I call for more information?
For more information please contact the following offices at the telephone numbers below.

County Mental Health Department toll-free access number	Look in your local phone book 1-800-888-4042
Health Ombudsman Office Department of Mental Child Health and Disability Prevention (CHDP) Program located in your county or city health department	Look in your local phone book.
Protection & Advocacy, Inc.	1-800-776-5746 or www.pea- ca.org



Department of Health Services
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For children in foster care, you can also ask the child's court-appointed attorney. You can also call your county mental health department directly. (Look in your phone book for the toll-free telephone number, or call the State mental health ombudsman.)

What if I don't get the services I want from my county mental health department?

You can file a grievance with the county mental health department if the county mental health department denies the EPSDT services requested by your doctor or provider. You may also file a grievance if you think you need mental health services and your provider or county mental health department does not agree. Call the county mental health department's toll free number to talk to a grievance coordinator for information and help. You may also call the county patient's rights advocate, or the State Mental Health Ombudsman Office.

You can ask for a State hearing at the same time. Call 1-800-952-5253, send a fax to 916-229-4110, or write to the Department of Social Services/State Hearings Division, P.O. Box 944243, Mail Station 19-37, Sacramento CA 94244-2430. You must ask for a hearing within 90 days after you learn that your request for services was denied. Protection & Advocacy, Inc. is also available to assist with complaints, appeals, and grievances.

Medi-Cal Services for Children and Young People THERAPEUTIC BEHAVIORAL SERVICES

This notice is for children and young people, under 21 years of age, who have full-scope Medi-Cal. This notice is also for the families, caregivers or guardians of those children and young people.

A Medi-Cal mental health service called Therapeutic Behavioral Services (TBS) is available from county mental health departments. This notice gives you information about TBS. You may also get information about TBS from your county mental health department by calling one of the toll-free numbers listed at the end of this notice.

What are Therapeutic Behavioral Services (TBS)?

TBS is a type of mental health service available to you if you have serious emotional problems. You must be under 21 and have full-scope Medi-Cal to get TBS.

- If you are living at home, the TBS staff person can work one-to-one with you to reduce severe behavior problems to try to keep you from needing to go to a higher level of care, such as a group home for children and young people with very serious emotional problems.
- If you are living in a group home for children and young people with very serious emotional problems, a TBS staff person can work with you so you may be able to move to a lower level of care, such as a foster home or back home.

The rest of this notice will answer your questions about ways TBS can help you.

TBS will help you and your family, caregiver or guardian learn new ways of controlling problem behavior and ways of increasing the kinds of behavior that will allow you to be successful. You, the TBS staff person, and your family, caregiver or guardian will work together very intensively for a short period of time, until you no longer need TBS. You will have a TBS Plan that will say what you, your family, caregiver or guardian, and the TBS staff person will do during TBS, and when and where TBS will occur. The TBS staff person can work with you in most places where you are likely to need help with your problem behavior. This includes your home, foster home, group home, school, day treatment program and other areas in the community.

Who can get TBS?

You may be able to get TBS if you have full scope Medi-Cal, are under 21 years old AND

- Have serious emotional problems AND
- Live in a group home for children and young people with very serious emotional problems. [These group homes are sometimes called Rate Classification Level (RCL) 12, 13 or 14 group homes]; OR
- Live in a state mental health hospital, a nursing facility that specializes in mental health treatment or Mental Health Rehabilitation Center (these places are also called institutions for mental diseases or IMDs); OR
- Are at risk of having to live in a group home (RCL 12, 13 or 14), a mental health hospital or IMD; OR
- Have been hospitalized, within the last 2 years, for emergency mental health problems.

Are there other things that must happen for me to get TBS?

Yes. You must be getting other mental health services. TBS adds to other mental health services. It doesn't take the place of them. Since TBS is short term, other mental health services may be needed to keep problems from coming back or getting worse after TBS has ended.

TBS is not provided if the reason it is needed is:

- Only to help you follow a court order about probation
- Only to protect your physical safety or the safety of other people
- Only to make things easier for your family, caregiver, guardian or teachers
- Only to help with behaviors that are not part of your mental health problems

You cannot get TBS while you are in a mental health hospital, an IMD, or locked juvenile justice setting, such as a juvenile hall. If you are in a mental health hospital or an IMD, though, you may be able to leave the mental hospital or IMD sooner, because TBS can be added to other mental health services to help you stay in a lower level of care (home, a foster home or a group home).

How do I get TBS?

If you think you may need TBS, ask your psychiatrist, therapist or case manager, if you already have one, to contact the county mental health department and request services. A family member, caregiver, guardian, doctor, psychologist,

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counselor or social worker may call and ask for information about TBS or other mental health services for you. You may also call the county mental health department and ask about TBS. The county mental health departments' toll-free numbers are listed at the end of this notice.

Who decides whether or not I need TBS and where and when I can get it?

The county mental health department decides if you need mental health services, including TBS. Usually a county mental health department staff person will talk with you, your family, caregiver or guardian, and others who are important in your life and will make a Plan for all the mental health services you need, including a TBS Plan if TBS is needed. This may take one or two meetings face-to-face, sometimes more. If you need TBS, someone will be assigned as your TBS staff person.

What is in my TBS Plan?

Your TBS Plan will spell out the problem behaviors that need to change and what the TBS staff person, you and sometimes your family, caregiver or guardian will do when TBS happens. The TBS Plan will say how many hours a day and the number of days a week the TBS staff person will work with you and your family, caregiver or guardian. The hours in the TBS Plan may be during the day, early morning, evening or night. The days in the TBS Plan may be on weekends as well as weekdays. The TBS plan will say how long you will receive TBS. The TBS Plan will be reviewed regularly. TBS may go on for a longer period of time, if the review shows you are making progress but need more time.

What if the county mental health department doesn't approve TBS, but you, your family or caregivers disagree?

You can file a grievance with the county mental health department if the county mental health department doesn't approve TBS, but you, your family, caregiver or guardian disagree. Call the county mental health department's toll free number to talk to a grievance coordinator for information and help. The toll-free numbers are listed at the end of this notice. You may also call the county patient's rights advocate or the State Mental Health Ombudsman Office at 1-800-896-4042 or TTY 1-800-896-2512.

You and your family or caregivers can ask for a State Hearing instead of filing a grievance or at the same time you file a grievance with the county mental health department. Call 1-800-952-5253, send a fax to 916-229-4110, or write to the State Department of Social Services/State Hearings Division, P.O. Box 942423, Mail Station 19-37, Sacramento CA 94244-2430. You must ask for a State Hearing within 90 days after you learn that your request to the county mental health department for TBS was denied. Protection & Advocacy, Inc. is also available to assist with complaints, appeals, and grievances at 1-800-776-5746 or www.pai-ca.org.

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COUNTY MENTAL HEALTH DEPARTMENTS—Toll-Free Numbers

Note: For Yuba County: See Sutter -Yuba Bi-County. For Sierra County: See Placer County

Alameda County 1-800-491-9099	Kern County 1-800-991-5272	Nevada County 1-888-801-1437	Santa Clara County 1-800-704-0900
Alpine County 1-800-486-2163	Kings County 1-800-655-2553	Orange County 1-800-723-8641	Santa Cruz County 1-800-952-2335
Amador County 1-888-310-6555	Lake County 1-800-900-2075	Placer County (Also serves Sierra County): 1-888-886-5401	Shasta County 1-888-385-5201
Butte County 1-800-334-6622	Lassen County 1-888-289-5004	Plumas County 1-800-757-7898	Siskiyou County 1-800-842-8979
Calaveras County 1-800-499-3030	Los Angeles County 1-800-854-7771	Riverside County 1-800-705-7500	Solano County 1-800-547-0495
Colusa County Business hours: 1-888-793-6560 After hours: 1-800-700-3577	Madera County 1-888-275-8779	Sacramento County 1-888-881-4881	Sonoma County 1-800-670-8786
Contra Costa County 1-888-678-7277	Marin County 1-888-818-1115	San Benito County 1-888-638-4020	Stanislaus County 1-888-376-6246
Del Norte County 1-888-446-4408	Mariposa County 1-800-549-6741	San Bernardino County 1-888-743-1478	Sutter-Yuba Bi-County 1-888-923-3800
El Dorado County 1-800-928-1955	Mendocino County 1-800-575-4357	San Diego County 1-800-479-3339	Tehama County 1-800-240-3208
Fresno County 1-800-654-3937	Merced County 1-888-334-0163	San Francisco County 1-888-246-3333	Trinity County 1-888-624-5820
Glenn County Business hours: 1-800-500-6582 After hours: 1-888-624-5820	Modoc County 1-888-700-3577	San Joaquin County 1-888-468-9370	Tulare County 1-800-320-1616
Humboldt County 1-888-849-5728	Mono County Business hours: 1-800-687-1101 After hours: 1-800-700-3577	San Luis Obispo County 1-800-838-1381	Tuolumne County 1-800-630-1130
Imperial County 1-800-817-5282	Monterey County 1-888-258-6029	San Mateo County 1-800-686-0101	Ventura County 1-800-671-0887
Inyo County 1-800-841-5011	Napa County 1-800-648-8650	Santa Barbara County 1-888-868-1649	Yolo County 1-888-965-6647

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