



COUNTY OF SAN BERNARDINO
STANDARD PRACTICE

NO 9-1.35

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APPROVED

DEPARTMENT

BEHAVIORAL HEALTH

SUBJECT

CASE MANAGEMENT SERVICES FOR CHILD
AND ADOLESCENT CLIENTS


Rudy G. Lopez, Director

I. PURPOSE

To define the criteria for determining the provider for and type of case management services offered to youth clients of the Department of Behavioral Health (DBH).

II. DEFINITION

Case management includes the following services:

A. Linkage and Consultation

The identification and pursuit of resources necessary and appropriate to implement the service plan, treatment plan or coordination plan, which include but are not limited to the following:

1. Interagency and intra-agency consultation, communication, coordination, and referral.
2. Monitoring service delivery and service plan, treatment plan or coordination plan to ensure an Individuals access to service and the service delivery system.

B. Placement

Supportive assistance to the client in the assessment, determination of need and securing of adequate and appropriate living arrangements in a licensed facility including, but not limited to the following:

1. Locating and securing an appropriate licensed living environment.
2. Locating and securing funding.
3. Pre-placement visit(s).
4. Negotiation of housing or placement contracts.
5. Placement and placement follow-up.

III. POLICY

It is the policy of the Department of Behavioral Health (DBH) that case management is an essential mode of service that assists clients and families to achieve maximum functioning in the community, and assists clients to access services from the Children's System of Care (CSOC).

- A. All DBH clinics and certain contract agencies will provide case management services to their catchment area child and adolescent clients.
- B. Case management services for children and adolescents can be divided into two types:
 - 1. Routine case management services provided by DBH outpatient clinics.
 - 2. Placement services provided by Children's 24-Hour Care.
 - a. Placement evaluations referred by Children's Acute Care Center (CACC).
 - b. Case management of all minors in state hospital and residential contract agencies provided by Children's 24-Hour Care.
 - c. Interagency requests for specialized System of Care case management provided by CSOC.

IV. PROCEDURE

- A. Centralized Children's Intensive Case Management (CCICM), a clinic in the Children's 24 Hour Care Program, will provide case management services to the following clients:
 - 1. State Hospital Clients: Minors in the state hospital, as well as to minors discharged from the state hospital, until they achieve suitable stability to be assumed by a DBH community clinic. Minors turning 18 years old in the State Hospital will be closely coordinated with Adult Community Services Program (ACSP).
 - 2. Residential Contract Agency Program: Minors placed at CSOC residential contract facilities including: Victor Chaparral (RCL14), CHARLEE (RCL11), Shandin Hills Adolescent Center (SHAC).
 - 3. Referral and Placement: All minors referred for placement evaluation or case management follow up after discharge by CACC.
 - 4. Interagency Referrals: All interagency referrals/ requests for placement via the interagency Placement Committee.

- B. All other DBH clinics and certain community contract agencies will provide case management services to their catchment area child and adolescent clients when in the course of their assessment, evaluation and/or treatment, it becomes clear that the client requires case management services:
1. To access appropriate and/or necessary health, vocational, educational, social, juvenile justice, substance abuse, financial, or other services.
 2. To consult the client's family, support system, guardians, teachers, or other significant individuals for optimal treatment planning and service delivery.
 3. To assist children/families who establish a pattern of "no showing" for scheduled clinic appointments. The purpose of the case management services will be to identify the obstacles to regular attendance to outpatient services and assist in addressing the obstacles.
 4. To maintain maximum functioning in the community after it is determined that the client no longer requires specialized case management service through Children's 24 Hour Care Program.
- C. The Children's System of Care Program/Children's Intensive Case Management Unit will be available to DBH community clinics for consultation on case management issues as well as specific cases.