

# GREATER COLUMBIA BEHAVIORAL HEALTH Policies and Procedures

Category: Clinical  
Approved On: 11/7/05  
Approved By: The Board of Directors  
Revised: 00/00/00  
Effective Date: 15 days from approval/ last revision

**No.: CL336.00**

**Title: Special Population Care Coordination Policy**

## **I. Scope:**

This service provision policy applies to all Greater Columbia Behavioral Health (GCBH) Regional Office, Member Governments, and subcontractors. All mental health services (reported and /or reimbursed) shall be delivered in accordance with this policy.

## **II. Purpose(s):**

The purpose of this policy is to provide GCBH Regional Office, Member Governments, and subcontractors with clearly defined standards for care coordination of special populations which includes:

- A. Children
- B. Older adults
- C. Ethnic minorities
- D. Persons with disabilities in addition to mental illness.

## **III. Policy:**

GCBH shall ensure that the Regional Office, Member Governments and subcontractors provide care coordination for special populations.

## **IV. Responsibility:**

GCBH through its contracted provider network delegates the responsibility of care coordination for special populations.

## **V. Requirements:**

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- A. Individual service plans for all clients including Special Populations must be developed collaboratively with the consumer and other people identified by the consumer within thirty days of starting community support services and must be provided by, under the supervision of, or with consultation from the appropriate specialist(s).
- B. Special population care coordination for children shall be integrated with the Individual Education Plan (IEP) from the education system whenever possible.
- C. If the child is under three, the plan must be integrated with the Individual Family Service Plan (IFSP) if one exists.
- D. The plan includes preventive screening (EPSDT) and cross-system team planning that include the child and family and those who know the child best including teachers whenever possible to address IEP and other requirements.

**VI. Scheduled Review of this Policy:**

The review of the GCBH policies and procedures manual is on a two year cycle. The GCBH policy review and revision approval process is a three month process. This policy is scheduled to be reviewed every second year:

- A. by GCBH staff by September of even years,
- B. by the Regional Advisory Board (RAB) by October of even years,
- C. by the GCBH Board of Directors by November of even years, and
- D. outside of the schedule if required.