

Community Support Services
Service Definition Fidelity Payment Review

Ver: 2018

Rev:

Date of Review:

Reviewer:

Provider Agency:		Date of Enrollment:	
Consumer Record Number:		Date of Admission:	
Date of Admission Note:		Date of IRP review:	
Date of Preliminary Rehabilitation Plan:		Date of IRP update:	
Date of Preliminary Needs Assessment:		Date of CRNA updates:	
Date of Comp Rehab Needs Assess:			
Date of Individualized Rehab Plan:			

Item	Reg. Sec.	Topic/Documentation Requirement	Yes	No	NA	Comments
------	-----------	---------------------------------	-----	----	----	----------

Eligible Consumer/Medical Necessity

1	10:37B-1.2	Present condition of consumer reflects an Eligible Consumer including medical necessity per Rule				
2	10:37B-2.3(a)	PA and consumer develop preliminary needs assessment (may include information regarding prior treatment and service providers)				
3		<i>Enrollment/admission form with identifying criteria (name, date of birth, social security number, medicaid number, provider medicaid number)</i>				
4	10:37B-2.4(a)	PA and consumer develop preliminary rehabilitation plan based on medical necessity.				
5	10:37B-2.4(a)	Preliminary rehabilitation plan is effective for no more than 60 calendar days				

Comprehensive Rehabilitation Needs Assessment (CRNA)

6	10:37B-2.3(b)	CRNA completed by 14th day of admission.				
7	10:37B-2.3(b)	CRNA updated every 6 months after the admission.				
8	10:37B-2.3(b)	CRNA updated annually after the first full year of admission.				
9	10:37B-2.3(c)	CRNA documents face to face evaluation and discussion with the consumer.				

Item	Reg. Sec.	Topic/Documentation Requirement	Yes	No	NA	Comments
10	10:37B-2.3(d)(1)	Identifying information (name, gender, DOB, religion, race, and SSN), referral date and source				
11	10:37B-2.3(d)(2)	Psychiatric history, current medical status, and diagnosis or diagnoses				
12	10:37B-2.3(d)(2)	If the diagnosis is from secondary source, cite the source				
13	10:37B-2.3(d)(3) and (5)	Current health status and medical history				
14	10:37B-2.3(d)(4)	Medication history, including current medication/dose/frequency and name of prescribing physician(s)				
15	10:37B-2.3(d)(6)	Legal information relevant to treatment				
16	10:37B-2.3(d)(7)	Alcohol, tobacco, and other drug use history				
17	10:37B-2.3(d)(8)	Name and phone number of emergency contact person, notation of existence of Advance Directives for Mental Health Care or Living Will.				
18	10:37B-2.3(d)(8)	If Advance Directives or Living Will exists a copy shall be included in the consumer's record				
19	10:37B-2.3(d)(9)	Consumer's aspirations and goals related to improving their life/wellness and pursuing recovery, as well as current strengths that support wellness and recovery				
20	10:37B-2.3(d)(10)	Precursors to recent crises or increased distress, ways the consumer has deescalated crisis.				
21	10:37B-2.3(d)(11)	Social and leisure functioning including but not limited to ability to make friendships, communication skills, and hobbies				

Item	Reg. Sec.	Topic/Documentation Requirement	Yes	No	NA	Comments
22	10:37B-2.3(d)(12)	Social supports including but not limited to family, friends, social, and religious organizations				
23	10:37B-2.3(d)(13)	Trauma and abuse history or lack thereof				
24	10:37B-2.3(d)(14)	Consumer's understanding of their mental health and health conditions and coping mechanisms				
25	10:37B-2.3(d)(15)	Vocational and educational factors including but not limited to employment and education history, learning disabilities/needs, task concentration, potential for self employment, and motivation for work				
26	10:37B-2.3(d)(16)	Activities of daily living including but not limited to self preservation skills, fire safety (including fire prevention during activities such as cooking and smoking) and evacuation skills, transportation, self-care, and hygiene				
27	10:37B-2.3(d)(17)	Previous, current and desired living arrangements				
28	10:37B-2.3(d)(18)	Financial status; current entitlements; amount, type, and date of eligibility for subsidies; skills in and knowledge of budgeting, including any history of managing entitlements and paying rent				

Item	Reg. Sec.	Topic/Documentation Requirement	Yes	No	NA	Comments
29	10:37B-2.3(d)(19)	Substance use, including any substances used currently and in the past, triggers for use of each substance, efforts made to stop or reduce using, consequences of use, substance abuse services received in the past and currently, the effectiveness of those services, community supports used to stop or reduce using, the effectiveness of those supports, and activities engaged in to avoid using				
30	10:37B-2.3(d)(20)	Other important characteristics of the individual such as special skills, talents and abilities				
31	10:37B-2.3(d)(21)	An indication of whether there are psychiatric and/or advance directives <i>and/or a WRAP plan.</i>				
32	10:37B-2.3(d)(22)	Characteristics and behaviors resulting in barriers to successful community integration				
33	10:37B-2.3(d)(23)	Recommendations regarding rehabilitation services to be provided				
34	10:37B-2.3(d)(24)	Recommendations regarding housing arrangements				
Individualized Rehabilitation Plan (IRP)						
35	10:37B-2.4(b)	IRP completed no later than 60 days after the consumer was admitted				
36	10:37B-2.4(b)	PA staff and consumer develop and implement IRP				
37	10:37B-2.4(b)(1)	Within confidentiality provisions, the PA shall consult with identified providers and significant others in developing the IRP				

Item	Reg. Sec.	Topic/Documentation Requirement	Yes	No	NA	Comments
38	10:37B-2.4(c)	Based on preliminary and CRNA, and any other existing assessment, WRAP, and/or Advance Directive for Mental Health Care				
39	10:37B-2.4(c)(1)	Consumer's rehabilitation and recovery goals				
40	10:37B-2.4(c)(1)	Time-framed, measureable objectives <i>related to knowledge, skills, and resources needed</i>				
41	10:37B-2.4(c)(3)(i)	Criteria for measuring change including desired behavioral change or skill attainment				
42	10:37B-2.4(c)(2)	The strategies and interventions to be employed				
43	10:37B-2.4(c)(2)	Anticipated outcomes				
44	10:37B-2.4(c)(2)(i)	The expected frequency and duration of CSS to be implemented				
45	10:37B-2.4(c)(2)(ii)	The location where the CSS is to be delivered				
46	10:37B-2.4(c)(2)(iii)	The type of practitioner to provide the intervention including the name(s), titles and credential of staff				
47	10:37B-2.4(d)(1-2)	Original and revisions shall be signed and dated by all of the following: Physician or LPHA, assigned CSS coordinator, other appropriate team members including those assigned interventions, staff supervisor, consumer				
48	10:37B-2.4(d)(3)(i)	If consumer declines to sign the IRP, there is documentation of reasons for the consumer refusal including in their own words				

Item	Reg. Sec.	Topic/Documentation Requirement	Yes	No	NA	Comments
49	10:37B-2.4 (4)(e)(1)	IRP reviewed and revised if requested by the consumer				
50	10:37B-2.4(e)(2)	IRP shall be reviewed and revised every three months				
51	10:37B-2.4(e)(3)	All IRP reviews include date of review and signatures of all of the following: consumer, the PA staff member who conducted the review and is assigned to coordinate CSS for consumer, and that staff member's supervisor				
Consumer Service Agreement (CSA)						
52	10:37B-3.31a)	A Division approved written CSA has been provided to and signed by consumer and PA upon consumer's admission				
53	10:37B-3.3(a)	Updated as indicated but at least annually				
54	10:37B-3.3(b)	Copy of the consumer's DMHAS Rental Subsidy Agreement attached				
55	10:37B-3.3(c)	A copy of the signed agreement shall be provided to consumer and the original maintained in the consumers record				
Services/Interventions						
56	10:37B-4.4(a)(9-25); 10:37B-4.5(a)(1-3); 10:37B-4.6(a) and (b)(1-4)	Intervention provided was documented consistent with allowable activity per Rule in one of the following areas: rehabilitation needs assessment; contribution to the development, implementation, monitoring and updating of IRP; therapeutic rehabilitation skill development; illness management and recovery training and support including co-occurring substance abuse disorders); face-to-face crisis intervention; coordinating and managing services.				

Item	Reg. Sec.	Topic/Documentation Requirement	Yes	No	NA	Comments
57	10:37B-5.2	Documented intervention was provided by an appropriately credentialed staff within their scope of practice as defined in Rule (see Scope of Services table)				
58	10:37B-10.2(a)	Documentation is provided in the consumer's record for each encounter and in times of crisis and transition				
59	10:37B-10.2(b)	Progress notes shall include: the level of goal attainment for goals in the IRP; services provided; significant events; and contacts with other providers.				
60	10:37B-10.2(c)	PA staff shall sign, date, and indicate the time of entry for every progress note and shall include their staff titles and credentials.				

RESULTS			
Responses	Yes	No	NA
# of Responses			
Total Scorable Items = Combined Yes + No			
Percentage Yes of Total Scorable Items			

2018