



## Helpful Tips for Making Referrals for Children's Behavioral Health Services

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Dear CBHS Providers,

Thank you for your continued efforts to serve the families and children of Maine during the COVID-19 pandemic. Children's Behavioral Health Services (CBHS) is committed to supporting providers and families in accessing needed services. We have put together a list of helpful tips and reminders to assist you in making effective and efficient referrals for behavioral health services for children, youth, and families. Please review the information below and contact CBHS if you have any questions.

### **REFERRALS:**

- When initiating a referral for children's behavioral health services, first consider the least restrictive and intensive service that may meet the youth's behavioral health needs.
- If you are unsure what kinds of service might be most appropriate for a youth, please contact a CBHS Program Coordinator in your area for support and guidance. A listing of Program Coordinators may be found here: <https://www.maine.gov/dhhs/ocfs/support-for-families/childrens-behavioral-health/cbhs-contacts>
- For assistance accessing a needed service you have already been approved for, please contact a CBHS Resource Coordinator. A listing of Program Coordinators may be found here: <https://www.maine.gov/dhhs/ocfs/support-for-families/childrens-behavioral-health/cbhs-contacts>
- Please consider referral to CDS for developmental assessment and evaluation for children ages 0-3 who present with possible developmental concerns. <https://www.maine.gov/doe/cds/referrals>
- When determining what referrals are appropriate, please carefully explain the service and the role of the family in that service. Also ascertain with the family that the desired service will adequately meet the specific treatment needs of the youth. This means that the service is the least restrictive or intensive needed, and that it is provided in the minimally restrictive setting given the youth's needs. If unsure, consult with CBHS staff for support.
- When submitting a referral for any service, please carefully review the documentation requirements to ensure a complete referral. Referrals received without all required documentation or with missing information may delay services as they cannot be reviewed until all required documentation is received.
- Once a referral has been made, please ensure that any demographic changes for the youth and family (e.g., address change, day/time available for

services change, TCM/BHHO change, guardian change) is promptly provided to KEPRO to ensure the youth remains on the appropriate referral management list(s) for services. Please contact KEPRO for further assistance updating demographic or other referral information. <https://me.kepro.com/about-us/contact-us/>

- When submitting a referral for youth in state custody, please use the address where the service would be provided for the youth (i.e., their placement address), not the address of the DHHS office or caseworker responsible for the youth.
- Youth in therapeutic and non-therapeutic foster homes are eligible for Rehabilitative & Community Support Services (RCS) and Home and Community-based Treatment (HCT)
- Authorization for HCT services is based on clinical necessity and is not time limited as long as there is clinical justification/need for continued services.
- If you are referring a youth for RCS- Specialized Services, please keep in mind that this service is based in Applied Behavior Analysis (ABA), which is an evidence-based intervention that is most effective for youth with specific needs related to Autism and/or Intellectual Disabilities. Youth must have a qualifying functional assessment score to be eligible for this service.
- **Multisystemic Therapy (MST) or Functional Family Therapy (FFT):**
  - MST is known to be effective for youth between the ages of 12-17 with chronic or severe antisocial behavior, including youth with histories of violence or felonious behavior and youth with histories of incarceration. Youth must be living with a caregiver, at risk of placement due to anti-social or delinquent behaviors, which may include problematic use of substances, youth involved in the child protective services, juvenile justice, and/or mental health systems, and youth who have committed sexual offenses in conjunction with other anti-social behavior.
  - FFT is known to be effective for youth ages 10 to 18 years old. FFT research supports the utilization of the intervention across all levels of risk, low, moderate, and severe, for adolescent behavior problems. Youth may demonstrate co-occurring internalizing symptoms, such as anxiety and depression; however, acting out behaviors, must be present to the degree that functioning is impaired.
  - If you believe either MST or FFT is clinically appropriate for a youth, please refer directly to a provider who offers MST or FFT. **Do not refer to Kepro for these services.** If you need further information in determining if MST or FFT is appropriate for a youth/family, please reach out to CBHS for assistance. <https://www.maine.gov/dhhs/ocfs/support-for-families/childrens-behavioral-health/services/find-a-provider>
- When submitting an Intensive Temporary Residential Treatment (ITRT) application, please review the consultation guide, ITRT brochure and required

documentation lists which may be found at the links below. Please do not submit information that is more than two months old, unless specified on the ITRT required documentation list.

<https://www.maine.gov/dhhs/ocfs/support-for-families/childrens-behavioral-health/services/residential-treatment>

<https://www.maine.gov/dhhs/sites/maine.gov.dhhs/files/documents/ocfs/cbhs/provider/documents/ITRTbrochure10.21.2020.pdf>

<http://www.qualitycareforme.com/media/1435/section97itrtconsultguide.pdf>

<http://www.qualitycareforme.com/services/intensive-temporary-residential-treatment/>

- OCFS district Child Welfare offices have a Resource Parent Care Specialist who can provide clinical support services to foster parents. Please consider referring families to this service.
  - <https://www.chcs-me.org/job/resource-parent-care-team-liaison/>
  - <https://spurwink.org/youth-and-family/foster-care/>

### **TRAININGS:**

- CBHS has on-demand trainings and webinars regarding available services, including detailed instructions on referral processes. To access these trainings and webinars, please go to the CBHS training web page: <https://www.maine.gov/dhhs/ocfs/provider-resources/staff-development-training>

To find a provider of services in your area, you may go to the following link:

<https://www.maine.gov/dhhs/ocfs/support-for-families/childrens-behavioral-health/services>