



SOCIALLY NECESSARY SERVICES TOOL Individual Review 650

Provider:		Provider's Consumer ID:	
Consumer FACTS #:		Consumer Medicaid #:	
Review Date:		Reviewer Name:	
Consumer Name:			

Purpose: The *Review Tool* is a part of an integrative review process that evaluates/assesses technical compliance and the administrative application of Socially Necessary Services (SNS) by contracted providers. The *Review Tool* is a resource utilized to further enhance the collaborative efforts of the Bureau for Children and Families (BCF), KEPRO, and the SNS provider community in the delivery of quality services. The *Review Process* is applicable to **all** SNS providers and all BCF case types.

1.	Is there a referral present for the service from the Regional Clinical Coordinator or their designee?	3	0		
2.	Is the Review present in the record?	3	0		
3.	Is there documentation that Reviewer completed required information online regarding out of state review?	1	0		
4.	Is there documentation of services being initiated according to the service provider agreement/definition? (e.g. contact made with the specified consumer within 24 hours)	3	0		
5.	Is there documentation of the assessments the provider reviewed to determine the needs of the child?	3	0		
6.	During the period under review is there documentation of a formal or informal discharge plan for the residential services?	3	0		
7.	During the period under review are all documents signed by appropriately licensed/credentialed staff?	6	0		
8.	If the provider was asked to do an assessment(s) (such as CANS) is the documentation of the assessment(s) in the case file?	1	0		