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| SOCIALLY NECESSARY SERVICES TOOL Safety Services (450) |
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| 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.

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| 1. | For the period under review does the service meet Admission Criteria? (NOTE: If this question is scored zero all remaining questions are scored zero) | 3 | 0 | | |
| 2. | For the period under review does the service being provided meet the criteria of the services guideline definition? (NOTE: If this question is scored zero all remaining questions are scored zero) | 3 | 1.5 | 0 | |
| 3. | During the period under review are records of the service kept? (NOTE: If this question is scored zero all remaining questions are scored zero) | 1 | 0 | | |
| 4. | For the period under review is there a completed copy of the SAMS Family Functioning Assessment and/or service plan and/or safety service or Behavioral Control Plan in the case record? If the answer is "no" is there documentation of at least three attempts to obtain this information? (NOTE: If this question scores zero then question 5 will be scored zero) | 3 | 1.5 | 0 | |
| 5. | During the period under review are the services being provided consistent with the most recent referral/Safety Plan/Treatment Plan/Youth Behavior Control Plan/Service Plan? | 6 | 4 | 2 | 0 |
| 6. | Is there documentation of services being initiated according to the service provider agreement/definition? (e.g. face-to-face contact made with the specified consumer within 24 hours of verbally accepting referral from DHHR) | 3 | 0 | | |
| 7. | During the period under review is the documentation of the service specific to the consumer receiving the service? | 6 | 4 | 2 | 0 |
| 8. | Does the documentation reflect that 80% of the services occurred in the family's home or community? | 3 | 0 | | |
| 9. | If administrative services are billed is the total equal to or less than 20% of the total time of service provided? | 3 | 0 | | |
| 10. | During the period under review is there documentation of a formal or informal discharge plan for the service? (NOTE: If this question scores zero then question 20 will also be scored zero) | 3 | 0 | | |
| 11. | During the period under review are all documents signed by appropriately licensed/credentialed staff? | 3 | 2 | 1 | 0 |
| 12. | During the period under review does the documentation support the duration of the service provided? | 3 | 2 | 1 | 0 |
| 13. | During the period under review is there documentation that monthly | 3 | 1.5 | 0 | |

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| | summaries were completed and transmitted to the appropriate DHHR worker by the 10 th of the following month? | | | | |
| 14. | During the period under review does a comprehensive review of the circumstances for the referral substantiate the need for continuation of the service? | 3 | 0 | | |
| 15. | During the period under review is the consumer's response to the intervention clearly documented? | 6 | 3 | 1 | 0 |
| 16. | During the period under review is there sufficient documentation to support the frequency/intensity of services? | 6 | 4 | 2 | 0 |
| 17. | During the period under review is there ongoing documentation that the child(ren) is safe in current living conditions? | 6 | 1.5 | 0 | |
| 18. | During the period under review is there documentation services are controlling conditions or behaviors that make the child unsafe or could result in an entry/re-entry into foster care? | 6 | 4 | 2 | 0 |
| 19. | During the period under review is there documentation of the intervention provided? | 6 | 4 | 2 | 0 |
| 20. | During the period under review is there documentation of the consumer's progress towards discharge? (NOTE: If question 10 scored zero then this question will also score zero) | 3 | 2 | 1 | 0 |
| 21. | During the period under review is the service provided appropriate to meet the identified need? | 3 | 1.5 | 0 | |