

SOCIALLY NECESSARY SERVICES TOOL
Agency Transportation Three
(109)

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 Social Services (BSS), Acentra Health, and the SNS provider community in the delivery of quality services. The *Review Process* is applicable to **all** SNS providers and all BSS case types.

1.	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	
2.	Is there a copy of the referral for this service in the record?	1	0	
3.	Is there a copy of the child's service plan present in the case record?	1	1.5	0
4.	Does the BSS service plan document the need for this service and identify the child(ren) permanency plan as Adoption?	3	1.5	0
5.	Does the documentation of each transportation service note contain: <ul style="list-style-type: none"> The transportation service provided (name/code) The SNS intervention that was provided Location to location Duration (including start and stop times) Mileage Signature of the service provider 	3	2	1 0
6.	Was the transportation code utilized in accordance with the service definition? <ul style="list-style-type: none"> Was it used to transport a child(ren) for adoption promotion activities? 	3	0	