

SOCIALLY NECESSARY SERVICES TOOL
Chafee Youth Transitioning Program:
Transitional Living Placement- Pre-placement Activities
(500)

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.	For the period under review, does the service meet Admission Criteria? <ul style="list-style-type: none"> Youth completed Casey Life Skills within 30 days of placement. Did service begin 30 days before placement occurred? A copy of the youth's BSS service plan/Transition Plan must be present in the case record. A PEDDL List must be obtained for each consumer from the BSS Child Welfare Worker and maintained as part of the case record. 	3	1.5	0
2.	For the period under review, does the service being provided meet the service definition? <ul style="list-style-type: none"> Service plan must indicate purpose and dictate exact behaviors/objectives/goals to be monitored via face-to-face and/ or phone calls. 	3	0	
3.	Is there a copy of the referral for this service in the record?	1	0	
4.	During the period under review, does the documentation support service inclusions are being met? <ul style="list-style-type: none"> Assistance with housing, employment, education and economical needs Support, monitoring, on-going case work, adult lifeskills, crisis response, transportation, contact/ visits, medical/ behavioral health/ community resource linkage 	6	3	0
5.	During period under review, is the service provided appropriate to meet identified needs based on the Casey Life Skills?	1	0	
6.	During the period under review, is there sufficient documentation to support the frequency/intensity/ duration of services?	6	3	0
7.	During the period under review, is there documentation of efforts to link the consumer(s) to natural supports and/or other community resources for newly impending unmet needs? <ul style="list-style-type: none"> Financial aid counseling, tutoring, computer skill sets, driving lessons, medical assistance, and tuition waivers 	3	1.5	0
8.	During the period under review, is there ongoing documentation that supports the youth is achieving original service plan goals to achieve independence? <ul style="list-style-type: none"> Skill sets, education, employment, housing, self-sufficiency skills, making/keeping appointments 	6	0	

9.	<p>During the period under review are all records/ monthly summaries of the services kept and signed by appropriately licensed/credentialed staff?</p> <ul style="list-style-type: none"> • identified needs/ services to address impending/unmet needs • how service is reducing/enhancing deficits in • examples of barriers and/or progression towards goals • level of youth's participation • monthly summaries completed and transmitted to appropriate DHHR worker by the 10th of the following month • copy of youth's 40 hours of planned weekly activity • copy of youth's monthly budget submitted 	6	4	2	0
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