



PENINSULA RSN

ADMINISTRATION POLICIES AND PROCEDURES

Policy Name: SPECIAL POPULATIONS – COORDINATION
OF CARE FOR ETHNIC MINORITIES

Policy Number: 2.20

Reference: WAC 388-865-0150, CFR 438.208

Effective Date: 10/2005

Revision Date(s): 11/2010

Approved by: PRSN Executive Board

CROSS REFERENCES

- Policy: Corrective Action Plan
- Policy: Cross System Working Agreement

PURPOSE

The Peninsula Regional Support Network (PRSN) shall ensure the oversight and coordination of medically necessary mental health services for ethnic minorities. Coordination of care will promote reintegration, recovery and resiliency through continuity of service delivery and quality improvement.

DEFINITIONS

The PRSN defines an ethnic minority as any of the following general population groups; African American, American Indian, Alaskan Native, Canadian Indian, Asian/Pacific Islander or Hispanic.

PROCEDURE

1. When PRSN mental health services are requested for an ethnic minority individual, the PRSN and the network providers shall outreach and gather the necessary information from:
 - The individual
 - With permission from the individual, family members

2. When PRSN mental health services are provided for an ethnic minority individual, the PRSN and network provider are responsible to coordinate care with the following entities, as they apply to individual cases:
 - Other Network Mental Health Care Professionals
 - Other Out of Network Mental Health Care Professionals
 - Mental Health Specialists
 - Allied System Providers
 - Schools
 - Primary Medical Care Provider
3. The coordination of care process shall include identification, assessment, treatment planning and direct access to specialists.
4. To effectively promote and facilitate coordination of care for ethnic minorities, the PRSN shall maintain working agreements with the following allied system providers:
 - Division of Developmental Disabilities (DDD) Adult and Child
 - Aging and Disability Services Administration (ADSA)
 - Long Term and Aging
 - Division of Child and Family Services (DCFS)
 - Children's Long-term Inpatient Program (CLIP)
 - Juvenile Rehabilitation Administration (JRA)
 - Local jails
 - Division of Vocation Rehabilitation
 - Chemical Dependency and Substance Abuse
 - Tribes
5. The PRSN shall maintain and distribute to the network a directory of Mental Health Specialists available to provide consultation for mental health services to special populations. Recommendations from Specialist consultations shall be incorporated into treatment planning and service delivery.

MONITORING

This Policy is a mandated by statute. .

1. This Policy will be monitored through use of PRSN:
 - Annual PRSN Provider and Subcontractor Administrative Review
 - Monthly Provider Chart Review

- Exhibit N Reports and PRSN Grievance Tracking
 - Biennial Provider Quality Review Team on-site review
 - Quality Management Plan activities, such as review targeted issues for trends and recommendations
2. If a provider performs below expected standards during any of the reviews listed above a Corrective Action will be required for PRSN approval. Reference PRSN Corrective Action Plan Policy