



PENINSULA RSN

NETWORK MANAGEMENT POLICIES AND PROCEDURES

Policy Name: SERVICE PROVIDER MHP EXCEPTION

Policy Number: 3.10

Reference: WAC 388-865-0120, -0265

Effective Date: 5/2005

Revision Date(s): 11/2010

Approved by: PRSN Executive Board

PURPOSE

It is the policy of the Peninsula Regional Support Network (PRSN), under conditions in WAC 388-865-0120, 0265 to consider granting: a) general/other waivers to Providers; and b) waivers to individuals otherwise qualified as Mental Health Professionals (MHP) that do not meet the requirements listed in WAC 388-865-0405, 0530 if granting such a waiver supports the mission and purpose of the PRSN.

DEFINITIONS

Mental Health Professional (MHP) means:

- A psychiatrist, psychologist, psychiatric nurse or social worker as defined in Chapters 71.05 and 71.34 RCW.
- A person with a masters degree or further advanced degree in counseling or one of the social sciences from an accredited college or university. Such person shall have, in addition, at least two years of experience in direct treatment of persons with mental illness or emotional disturbance, such experience gained under the supervision of a Mental Health Professional.
- A person who meets the waiver criteria of RCW 71.24.260, which was granted prior to 1986.
- A person who had an approved waiver to perform the duties of a Mental Health Professional that was requested by the regional support network and granted by the Mental Health Division prior to July 1, 2001.
- A person who has been granted a time-limited exception of the minimum requirements of a Mental Health Professional by the Mental Health Division consistent with WAC 388-865-0265.

PROCEDURE

1. Providers may request MHP exceptions by submitting a written request to the PRSN.
2. To be granted a MHP exception a person must have:
 - a. At least five years experience in the direct treatment of mentally ill individuals under the supervision of a mental health professional, and course work or training which includes education in making diagnoses and assessments, and developing related treatment plans. In-service training at mental health centers qualifies, with PRSN approval. Or, less than two years experience and a masters degree in behavioral sciences, or a related field from an accredited college or university, or
 - b. Documentation of experience, including written statements, from the supervisor verifying the person's ability to perform the identified functions.
 - c. A bachelor degree in behavioral sciences, or a related field from an accredited college or university.
3. Providers may request MHP exceptions to section 020(25) (b. above) by submitting a written request to the PRSN which includes:
 - a. The name of the person for whom the waiver is requested
 - b. The functions which they will be performing
 - c. How the provider has determined that the person is "otherwise qualified" to perform those functions, including their education, training, and experience and how it was verified.

Verification will include:

- a) documentation of a bachelors or masters degree in behavioral sciences, or a related field, from an accredited college or university;
 - b) five years of experience in the direct treatment of mentally ill individuals under the supervision of a Mental Health Professional, or less than two years experience for those holding a masters degree;
 - c) written supervisory statements verifying the person's ability to perform the identified functions, including making assessments, diagnosis, and appropriate treatment plans.
4. If the PRSN receives an exception request and approves it, it shall be forwarded to the Department for consideration within fifteen (15) days of receipt of the

request. The Department is required to respond in writing to the request within thirty (30) days of its receipt of the request.

5. Providers must receive written approval of the exception request from the Department prior to the person assuming mental health professional duties.
6. Once granted, waivers will be in effect for a period of time specified by the PRSN on an individual basis.
7. Certified Occupational Therapists are automatically considered waived. No application, verbal or written, need be made.
8. Those persons who were qualified as a Mental Health Professional under WAC 388-865-0150 are considered qualified under this policy and procedure.

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
2. If a provider performs below expected standards during the review listed above a Corrective Action will be required for PRSN approval. Reference PRSN Corrective Action Plan Policy.