

 <p><b>SPOKANE COUNTY</b> Regional Support Network Prepaid Inpatient Health Plan</p>	Policy Title: <b>Allied Systems Coordination</b>		Policy # <b>AD-10</b>
	Signature:  Signature on file	Revised:	
	Christine Barada, Director Community Services, Housing and Community Development	Reviewed: 9/10/07	
	Signature Date: 9/10/07	Signing by authority of Res. No. 2007-0038	

Applies to:  Internal  External

### **References**

WAC 388-865-0280  
WAC 388-865-0330  
PHIP Agreement (2007-2009)

### **Scope**

SCRSN/PIHP and the following programs: Aging and Disability Services Administration, Chemical Dependency and Substance Abuse Services, Children’s Administration, Community Health Clinics, Federally Qualified Health Centers (FQHCs), Criminal Justice (courts, jails, law enforcement, public defender, Department of Corrections), Division of Vocational Rehabilitation, Tribal Entities, K-12 Education System and any Community Integration Assistance Program within the boundaries of the SCRSN that is not a subcontractor of the SCRSN.

SCRSN/PIHP also collaborates with additional entities as applicable to community need.

### **Policy**

SCRSN/PIHP subcontractors shall participate in an allied system coordination plan. The system coordination plan is designed to formalize processes of collaboration in order to effectively serve multi-system individual consumers. SCRSN will coordinate with allied systems in educating eligible persons on available mental health services and how to access them. SCRSN shall incorporate feedback from allied systems as part of a quality management process.

### **Procedures/Mechanisms**

1. SCRSN/PIHP requires the implementation of a coordination system plan through the development and execution of Memorandum of Understanding (MOU) or Statement of Collaboration between SCRSN and the entities identified as listed in the above section. The MOU or Statement of Collaboration shall at a minimum include:
  - 1.1. Clarification of roles and responsibilities. For systems serving children, this includes Early Periodic Screening Diagnosis and Treatment (EPSDT) coordination with any child serving agency, including a process for participation by the agency in the Individual Services Team for the development of a cross-system treatment plan when indicated by EPSDT.
  - 1.2. Processes for sharing of information related to eligibility, access and authorization.

- 1.3. As appropriate, a process for facilitation of community reintegration from out-of-home placements (e.g. State Hospitals, Children's Long Term Inpatient facilities, Juvenile Rehabilitation Administration facilities, foster care, nursing homes, acute patient settings) for consumers of all ages.
  - 1.4. A process or format to address disputes related to service or payment responsibility.
  - 1.5. A process to evaluate progress in cross-system coordination and integration of services.
  - 1.6. Commitments to collaborate on identification of service gaps.
2. Memorandum of Understanding/ Statement of Collaborations will be signed by administrators of SCRSN and allied system partners (or their designees) and reviewed as needed.
  3. SCRSN and allied systems partners shall engage in processes, including but not limited to interdisciplinary team meetings and strategic planning that identify needed local resources including initiatives to address those needs, and solicit and incorporate feedback from the allied systems partners as part of a quality management process.
  4. SCRSN will notify contracted providers within thirty days of execution of each MOU/Statement of Collaboration.
  5. SCRSN contracted providers are required to adhere to commitments in all written agreements with allied systems agencies.
  6. SCRSN contracted providers are required to participate in development of MOU's or Statements of Collaborations upon request of the SCRSN.
  7. Upon approval of any Memorandum of Understanding/Statements of Collaboration, all providers will be provided access to MOU/Statements of Collaboration and any necessary training to ensure provider compliance.
  8. SCRSN shall provide information and written materials to allied systems regarding who is eligible for mental health services and how to access them.