



QRTIPS

Health Care Agency • Behavioral Health Services • CYS Quality, Review & Training

November 2010

Critical Reminders for documentation of Rehab Services through Wraparound:

- In order to indicate the behaviors the rehab services will address the Primary Provider (client's therapist) on the case must complete a Case Management note (AKA: Rehab Order). The Case Management Note **must** include the "stand-alone" medical necessity info at the top, indicate the need for the rehabilitation services, and describe the behaviors (not emotions/feelings) to be targeted. Please forward a copy of this note to the Wraparound Care Coordinator (WCC). A template for the Case Management note is available and can be requested from the WCC.
- Add "Rehab/Case Management" services (NOT "Wraparound services") to the client's current MTP and list the name of the Wrap Care Coordinator as the Contact Person for those services.
- Coordinate directly with the Wrap Care Coordinator to determine and agree upon the correct "FROM DATE" to list on the MTP for the Rehab/Case Management services. The correct "TO DATE" will be the same as the other planned services already listed on the current MTP.
- Forward a copy of the complete Assessment Summary to the Wrap Care Coordinator, including the clinical information sections, updated MTP, clinician's CSP with all necessary signatures and dates. If the Primary Provider is unlicensed, the LMPH's signature and date on the documentation is also required. Be sure to forward a copy of the most recent Annual Update Assessment as well, if applicable. Please note that **all** questions on the Assessment Summary and Annual Update need to be answered.
- The Wraparound Care Coordinator will review the documents sent by the clinician, will then develop a Rehab CSP with the client, will sign the CSP as the "Provider", and will fax a copy to the Primary Provider/client's therapist. The therapist will sign the Rehab CSP as the "Coordinator" (of mental health services) and fax it back to the Wraparound Care Coordinator for the client's Medi-Cal chart at the Wraparound site.
- Please remember that Wraparound Services only needs this paperwork completed **if the client has Medi-Cal, either with or without AB3632 services.**