

<u>Provider Network Management Quality Review Tool</u> <u>Elements</u>	<u>Met</u>	<u>Not Met</u>
<u>Adolescent/Child Crisis Stabilization (CS)</u>		
The agency has a medical director.		
The agency has an administrator.		
The agency has a clinical supervisor		
The agency has nursing staff.		
Agency has current Crisis mitigation plan to address natural/man made disasters and emergencies.		
Agency must arrange for and/or maintain documentation that prior to employment (or contracting, volunteering, or as required by law) individuals pass criminal background checks, including sexual offender registry checks, in accordance with any applicable federal or state laws.		
Criminal background checks were performed within ninety (90) days prior to the date of employment.		
Agency must review the Department of Health and Human Services' Office of Inspector General (OIG) List of Excluded Individuals and Entities (LEIE) prior to hiring or contracting any employee or contractor that performs services that are compensated with Medicaid/Medicare funds, including but not limited to licensed and unlicensed staff, interns and/or contractors.		
Agency must review the LDH State Adverse Actions website prior to hiring or contracting any employee or contractor that performs services that are compensated with Medicaid/Medicare funds, including but not limited to licensed and unlicensed staff, interns and/or contractors		
Agency must, for current employees, check the Department of Health and Human Services' Office of Inspector General (OIG) List of Excluded Individuals and Entities (LEIE) list once a month thereafter to determine if they have been excluded from participation in the Medicaid or Medicare Program by Louisiana Medicaid or the Department of Health and Human Services' Office of Inspector General.		
Agency must, for current employees, check the LDH State Adverse Actions list once a month thereafter to determine if there is a finding that an employee or contractor has abused, neglected or extorted any individual or if they have been excluded from participation in the Medicaid or Medicare Program by Louisiana Medicaid or the Department of Health and Human Services' Office of Inspector General.		

Arrange for and maintain documentation that all persons, prior to employment, are free from tuberculosis (TB) in a communicable state via skin testing (or chest exam if recommended by physician) to reduce the risk of such infections in members and staff.		
TB testing was completed less than 31 days prior to date of employment		
Establish and maintain written policies and procedures inclusive of drug testing staff to ensure an alcohol and/or drug-free workplace and/or a workforce free of substance use		
Maintain documentation that all direct care staff, who are required to complete first aid training, complete the training within 90 days of hire; Psychiatrists, advanced practical registered nurses (APRNs)/physician assistants (PAs), registered nurses (RNs) and licensed practical nurses (LPNs) are exempt from this training.		
Maintain documentation that all direct care staff, who are required to renew first aid training, complete the training within the time period recommended by the American Heart Association; Psychiatrists, advanced practical registered nurses (APRNs)/physician assistants (PAs), registered nurses (RNs) and licensed practical nurses (LPNs) are exempt from this training.		
Maintain documentation that all direct care staff, who are required to complete cardiopulmonary resuscitation (CPR) training, complete the training within 90 days of hire; Psychiatrists, advanced practical registered nurses (APRNs)/physician assistants (PAs), registered nurses (RNs) and licensed practical nurses (LPNs) are exempt from this training.		
Maintain documentation that all direct care staff, who are required to renew CPR training, complete the training within the time period recommended by the American Heart Association; Psychiatrists, advanced practical registered nurses (APRNs)/physician assistants (PAs), registered nurses (RNs) and licensed practical nurses (LPNs) are exempt from this training.		
Unlicensed staff rendering services have completed the Standardized Basic Clinical Competency Training Module: MH 101 – Introduction to Serious Mental Illness (SMI) and Emotional Behavioral Disorders.		
Unlicensed staff rendering services have completed the Standardized Basic Clinical Competency Training Module: Crisis intervention.		
Unlicensed staff rendering services have completed the Standardized Basic Clinical Competency Training Module: Suicide and homicide precautions.		

Unlicensed staff rendering services have completed the Standardized Basic Clinical Competency Training Module: System of care overview.		
Unlicensed staff rendering services have completed the Standardized Basic Clinical Competency Training Module: Co-occurring disorders.		
Unlicensed staff rendering services have completed the Standardized Basic Clinical Competency Training Module: Cultural and linguistic competency (basic).		
Unlicensed staff rendering services have completed the Standardized Basic Clinical Competency Training Module: Treatment planning.		
Ensure and/or maintain documentation that all unlicensed persons employed by the organization complete annual training in a recognized crisis intervention curriculum prior to handling or managing crisis calls.		
Be at least eighteen (18) years of age, and at least three (3) years older than an individual under the age of eighteen (18) that they provide services		
Have a high school diploma, general equivalency diploma or trade school diploma in the area of human services, or demonstrate competency or verifiable work experience in providing support to persons with disabilities		
Possess and provide documentation of a valid social security number		
Pass a motor vehicle screen (if duties may involve driving or transporting members);		
Completion of crisis training curriculum including Solution focused crisis assessments prior to providing crisis stabilization services.		
Completion of crisis training curriculum including Crisis communications prior to providing crisis stabilization services.		
Completion of crisis training curriculum including Intensive, solution focused interventions prior to providing crisis stabilization services.		
Completion of crisis training curriculum including Assisting the youth and family members in developing coping and behavior management skills prior to providing crisis stabilization services.		
Completion of crisis training curriculum including Assisting the youth and family members in working collaboratively with any existing service providers to prepare for the youth's return to their home environment prior to providing crisis stabilization services.		
Completion of crisis training curriculum including Development of risk management / safety plans prior to providing crisis stabilization services.		

MHR providers are required to have crisis mitigation plans that provides 24-hour on-call telephone assistance to prevent relapse or harm to self or others, to provide referral to other services, and/or to provide support during related crises.		
The BHSP's crisis mitigation plan shall include the following: -Identify steps to take when a client suffers from a medical, psychiatric, medication or relapse crisis		
The BHSP's crisis mitigation plan shall include the following: -Specify names and telephone numbers of staff or contracted entities to assist clients in crisis.		
If the provider contracts with another entity to provide crisis mitigation services, the provider shall have a written contract with the entity providing the crisis mitigation services.		
There is documentation noting the supervisor made an onsite visit to the member's home to evaluate the DSW's ability to perform their assigned duties in order to determine whether member is receiving the services that are written in the plan of care		
There is documentation noting the supervisor made an onsite visit to the member's home to evaluate the DSW's ability to perform their assigned duties in order to verify that the DSW is actually reporting to the home according to the frequency ordered in the plan of care		
There is documentation noting the supervisor made an onsite visit to the member's home to evaluate the DSW's ability to perform their assigned duties in order to determine member's satisfaction with the services member is receiving		
<u>Center Based Respite Care</u>	<u>Met</u>	<u>Not Met</u>
Licensed as a home and community-based services (HCBS) provider/ Center-Based Respite per La. R.S. 40:2120.1 et seq. and Louisiana Administrative Code (LAC) 48:I.Chapter 50 found at the following website: http://www.doa.la.gov/Pages/osr/lac/Code.aspx		
<u>Crisis Receiving Center</u>	<u>Met</u>	<u>Not Met</u>
Licensed per La. R.S. 40:2180.12 and LAC 48:I. Chapters fifty-three (53) and fifty-four (54) found at the following website: http://www.doa.la.gov/Pages/osr/lac/Code.aspx		

<u>Child Placing Agency</u>	<u>Met</u>	<u>Not Met</u>
Licensed as a Child Placing Agency by Department of Children and Family Services under the Specialized Provider Licensing Act (La. R.S. 46:1401-46:1430) and LAC 67:V.Chapter 73, found at the following website: http://www.dcfslouisiana.gov/assets/docs/searchable/Licensing/Residential/201603_ChildPlacing.pdf ;		