



SOCIALLY NECESSARY SERVICES TOOL Safety Services (450)

Provider:		Provider's Consumer ID:	
Consumer FACTS #:		Consumer Medicaid #:	
Review Date:		Reviewer Name:	
Consumer Name:			

Purpose: The *Review Tool* is a part of an integrative review process that evaluates/assesses technical compliance and the administrative application of Socially Necessary Services (SNS) by contracted providers. The *Review Tool* is a resource utilized to further enhance the collaborative efforts of the Bureau for Children and Families (BCF), KEPRO, and the SNS provider community in the delivery of quality services. The *Review Process* is applicable to **all** SNS providers and all BCF case types.

1.	For the period under review does the service meet Admission Criteria? (NOTE: If this question is scored zero all remaining questions are scored zero)	3	0		
2.	For the period under review does the service being provided meet the criteria of the services guideline definition? (NOTE: If this question is scored zero all remaining questions are scored zero)	3	1.5	0	
3.	During the period under review are records of the service kept? (NOTE: If this question is scored zero all remaining questions are scored zero)	1	0		
4.	For the period under review is there a completed copy of the SAMS Family Functioning Assessment and/or service plan and/or safety service or Behavioral Control Plan in the case record? If the answer is "no" is there documentation of at least three attempts to obtain this information? (NOTE: If this question scores zero then question 5 will be scored zero)	3	1.5	0	
5.	During the period under review are the services being provided consistent with the most recent referral/Safety Plan/Treatment Plan/Youth Behavior Control Plan/Service Plan?	6	4	2	0
6.	Is there documentation of services being initiated according to the service provider agreement/definition? (e.g. face-to-face contact made with the specified consumer within 24 hours of verbally accepting referral from DHHR)	3	0		
7.	During the period under review is the documentation of the service specific to the consumer receiving the service?	6	4	2	0
8.	Does the documentation reflect that 80% of the services occurred in the family's home or community?	3	0		
9.	If administrative services are billed is the total equal to or less than 20% of the total time of service provided?	3	0		
10.	During the period under review is there documentation of a formal or informal discharge plan for the service? (NOTE: If this question scores zero then question 20 will also be scored zero)	3	0		
11.	During the period under review are all documents signed by appropriately licensed/credentialed staff?	3	2	1	0
12.	During the period under review does the documentation support the duration of the service provided?	3	2	1	0
13.	During the period under review is there documentation that monthly	3	1.5	0	

	summaries were completed and transmitted to the appropriate DHHR worker by the 10 th of the following month?				
14.	During the period under review does a comprehensive review of the circumstances for the referral substantiate the need for continuation of the service?	3	0		
15.	During the period under review is the consumer's response to the intervention clearly documented?	6	3	1	0
16.	During the period under review is there sufficient documentation to support the frequency/intensity of services?	6	4	2	0
17.	During the period under review is there ongoing documentation that the child(ren) is safe in current living conditions?	6	1.5	0	
18.	During the period under review is there documentation services are controlling conditions or behaviors that make the child unsafe or could result in an entry/re-entry into foster care?	6	4	2	0
19.	During the period under review is there documentation of the intervention provided?	6	4	2	0
20.	During the period under review is there documentation of the consumer's progress towards discharge? (NOTE: If question 10 scored zero then this question will also score zero)	3	2	1	0
21.	During the period under review is the service provided appropriate to meet the identified need?	3	1.5	0	