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| <b>SOCIALLY NECESSARY SERVICES TOOL</b><br><b>Supervised Visitation Two</b><br><b>(170)</b> |
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|--------------------------|--|--------------------------------|--|
| <b>Provider:</b>         |  | <b>Provider's Consumer ID:</b> |  |
| <b>Consumer FACTS #:</b> |  | <b>Consumer Medicaid #:</b>    |  |
| <b>Review Date:</b>      |  | <b>Reviewer Name:</b>          |  |
| <b>Consumer Name:</b>    |  |                                |  |

**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.

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|-----------|---|---|-----|---|---|
| <b>1.</b> | For the period under review does the service meet Admission Criteria? <b>(NOTE: If this question scores zero all remaining questions score zero)</b>  | 3 | 0   |   |   |
| <b>2.</b> | For the period under review does the service being provided meet the service definition? <b>(NOTE: If this question scores zero all remaining questions score zero)</b> <ul style="list-style-type: none"> <li>• 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? If the answer is "no", is there documentation of at least three attempts to obtain this information? <b>(NOTE: To bill for this service the service <b>must</b> be included in the service plan)</b></li> <li>• Is there a Needs List in the record as per service definition guidelines?</li> <li>• For the period under review is there a copy of the BCF visitation plan in the record? If the answer is "no", is there documentation of at least three attempts to obtain this information?</li> <li>• During the period under review is there documentation of information being shared with the foster parent following the visit?</li> </ul> | 3 | 0   |   |   |
| <b>3.</b> | Is there a copy of the referral for services in the record?   | 1 | 0   |   |   |
| <b>4.</b> | During the period under review, are records of the service kept? <b>(NOTE: If this question scores zero all other questions score zero)</b>   | 1 | 0   |   |   |
| <b>5.</b> | During the period under review is the documentation of the service specific to the consumer receiving the service?  | 6 | 4   | 2 | 0 |
| <b>6.</b> | During the period under review are all documents signed by appropriately licensed/credentialed staff?   | 3 | 0   |   |   |
| <b>7.</b> | During the period under review is the duration of the visit consistent with the BCF visitation plan?  | 3 | 1   | 0 |   |
| <b>8.</b> | During the period under review is there documentation of ongoing assessment to continuously refine the Needs List?  | 3 | 1.5 | 0 |   |

|            |   |   |     |   |   |
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| <b>9.</b>  | During the period under review is there documentation of the parent's skill in meeting the child's needs during the visit?  | 3 | 1.5 | 0 |   |
| <b>10.</b> | During the period under review is there documentation of the appropriateness of the visit and the safety of child during the visit? (e.g. documentation of parent/child behaviors, interactions and consumer safety)  | 6 | 3   | 0 |   |
| <b>11.</b> | During the period under review did the visit occur in a setting (time-appropriate and environmentally-appropriate) conducive to facilitating, maintaining, or building bond between parent/child or child and child?  | 6 | 3   | 0 |   |
| <b>12.</b> | During the period under review is the consumers' response to the intervention clearly documented?   | 3 | 2   | 1 | 0 |
| <b>13.</b> | During period under review is the service provided appropriate to meet the identified need?   | 3 | 0   |   |   |
| <b>14.</b> | During the period under review, do all monthly summaries include the following: <ul style="list-style-type: none"> <li>• identified need</li> <li>• service to address the need</li> <li>• how service is eliminating/reducing/controlling behaviors or conditions requiring intervention</li> <li>• barriers and/or progress towards goal achievement</li> <li>• unmet needs</li> <li>• level of participation as it relates to individual consumers?</li> <li>• is there documentation that monthly summaries were completed and transmitted to the appropriate DHHR worker by the 10<sup>th</sup> of the following month?</li> </ul> | 3 | 2   | 1 | 0 |