

CMHSP Program Specific Standards (ATTESTATION)

CMHSP NAME: Choose an item.

Name and Title of Individual Submitting Document:

Guidance: Please complete the information above and complete the CMH Document/Evidence column.

	STANDARD	Basis/Source	Evidence of Compliance could include:	Reviewer Guidelines	CMH Document/Evidence
1	SELF-DETERMINATION				
1.1	Self-Directed services (Choice Voucher for under 18-year-old individuals) must be offered to all individuals receiving CMHSP services.	MDHHS Self-Directed Service Technical Requirement	CMHSP brochures and educational materials, policy, procedure	CMHSP must make sure that information and outreach materials about Self-Directed Services (or choice voucher) is offered to all individuals served in a format accessible to them.	
1.2	Self-Directed service options must include the following: • Direct employment (the individual is the employer of record). • Use of qualified provider agency that can serve as employer of record for staff selected by the individual • Direct contract (Purchase of Service Agreements) arrangement between individual and independent provider(s). • Financial Management / Fiscal Intermediary Services & Supports Brokers	MDHHS Self-Directed Service Technical Requirement	CMHSP brochures and educational materials, policy, procedure		

	STANDARD	Basis/Source	Evidence of Compliance could include:	Reviewer Guidelines	CMH Document/Evidence
1.3	CMHSP has procedures in place to ensure there are no gaps in services during transition to or from Self-Directed Supports and Services.	MDHHS Self-Directed Service Technical Requirement	CMHSP brochures and educational materials, policy, procedure		
1.4	Self-directed services are implemented through partnerships between the CMHSPs and the individual directing services through a Self-Direction Agreement.	MDHHS Self-Directed Service Technical Requirement	Policy/Procedure	The agreement describes the responsibilities and authority of both parties.	
1.5	The CMHSP provides education and training to ensure a common understanding of Self-Directed Services is made available throughout its network, including Administrators, Case Managers/Supports Coordinators, Direct Support Professionals, Support Brokers, Individuals & their Families, Agency-based Staff, Others	MDHHS Self-Directed Service Technical Requirement	Policy/Procedure Training Documentation that follows MDHHS requirements.		
1.6	CMHSP provides support/assistance to individuals, including but not limited to: Information about options for SD Services, Individual rights/responsibilities, Available resources, training, use of a support broker, access to advocacy organizations, active management of the budget, Staff recruitment/selection/management/dismissal.	MDHHS Self-Directed Service Technical Requirement	Policy/Procedure		
1.7	The following protocols are in place to address ending self-directed service(s): A. An individual may voluntarily end an arrangement at any time for any reason. B. CMHSP must inform individuals of the issues that have led to possible termination of SD arrangement, in writing. Provide opportunities for	MDHHS Self-Directed Service Technical Requirement	Copy of Notice of Termination; CMHSP policy/procedure		

	STANDARD	Basis/Source	Evidence of Compliance could include:	Reviewer Guidelines	CMH Document/Evidence
	problem solving that include individual. Termination does not occur unless other mutually agreeable solutions have been exhausted.				
2	CLUBHOUSE PSYCHO-SOCIAL REHABILITATION PROGRAM (If applicable)				
2.1	Members have access to the clubhouse during times other than the ordered day, including evenings, weekends, and all holidays.	Medicaid Provider Manual, Mental Health/Substance Abuse, Section 5. (5.3)	Policy, procedures, brochures, handouts Hours of Operations		
2.2	The program has a schedule that identifies when program components occur.	Medicaid Provider Manual, Mental Health/Substance Abuse, Section 5. (5.3)	Policy, procedure, schedule		
2.3	The program has an ordered day; vocational & educational support; member supports (outreach, self-help groups, sustaining personal entitlements, help locating community resources, and basic necessities); social opportunities that build personal, community, and social competencies.	Medicaid Provider Manual, Mental Health/Substance Abuse, Section 5 (5.3)	Policy, procedures, schedule, handouts		
2.4	Services directly relate to employment, including transitional employment, supported employment, on-the-job training, community volunteer opportunities, and supports for the completion of educational and other vocational assistance must be available.	Medicaid Provider Manual, Mental Health/Substance Abuse, Section 5. (5.3)	Policy, procedures, brochures, handouts		

	STANDARD	Basis/Source	Evidence of Compliance could include:	Reviewer Guidelines	CMH Document/Evidence
2.5	Members can influence and shape program operations. Clubhouse decisions are generally made by consensus.	Medicaid Provider Manual, Mental Health/Substance Abuse, Section 5. (5.3)	Meeting minutes, suggestion box, other formal and/or informal decision-making evidence, policy/procedure		
2.6	Current Clubhouse International Accreditation (or progress toward meeting the deadline)	MI Medicaid Provider Manual Section 5 Medicaid Provider Manual, Mental Health/Substance Abuse, Section 5. (5.1)	Copy of accreditation letter, MDHHS Approval		
2.7	Member choice and involvement shall be illustrated by: • Voluntary membership • Without time-limits • Supports/services not differentiated by diagnosis or level of functioning • Individual-determined schedule of attendance and choose a work unit that they will regularly participate in • Active engagement and support from staff • Reflects the beneficiary's preferences and needs • Formal and informal decision-making is a part of the clubhouse • Staff and members work side by side	Medicaid Provider Manual, Mental Health/Substance Abuse, Section 5 (5.3)	Policy, procedures, brochures, handouts		

	STANDARD	Basis/Source	Evidence of Compliance could include:	Reviewer Guidelines	CMH Document/Evidence
3	CRISIS RESIDENTIAL SERVICES				
3.1	Eligibility: Persons who meet psychiatric inpatient admission criteria, but who have symptoms and risk levels that permit them to be treated in alternative settings.	Medicaid Provider Manual, Mental Health/Substance Abuse, Section 6 (6.1)	Policy/procedure		
3.2	Covered services include psychiatric supervision; therapeutic support services; medication management/stabilization and education; behavioral services; and nursing services.	Medicaid Provider Manual, Mental Health/Substance Abuse, Section 6 (6.2)	Policy/procedure		
3.3	Child Crisis Residential Services Settings - Nursing services must be available through regular consultation and provided on an individual basis according to the child's level of need.	Medicaid Provider Manual, Mental Health/Substance Abuse, Section 6 (6.2.A)	Policy/procedure Agreement(s)/Contract, etc. Evidence of Implementation		
3.4	Adult Crisis Residential Settings - On-site nursing for settings of 6 beds or less must be provided at least 1 hour per day, per resident, 7 days per week, with 24-hour availability on-call. OR On-site nursing for settings of 7-16 beds must be provided 8 hours per day, 7 days per week, with 24-hour availability on-call.	Medicaid Provider Manual, Mental Health/Substance Abuse, Section 6 (6.2.B)	Policy/procedure Demonstration of Compliance via Nursing Schedule, Agreements/Contracts, etc.		
3.5	Staffing: Treatment services must be provided under supervision of a psychiatrist.	Medicaid Provider Manual, Mental Health/Substance Abuse, Section 6 (6.4)	Policy/procedure		
4	TARGETED CASE MANAGEMENT				

	STANDARD	Basis/Source	Evidence of Compliance could include:	Reviewer Guidelines	CMH Document/Evidence
4.1	Persons must be provided a choice of available, qualified case management staff upon initial assignment and on an ongoing basis.	Medicaid Provider Manual, Mental Health/Substance Abuse, Section 13 (13.2)	Policy, Procedure		
4.2	The case manager completes an initial written comprehensive assessment and updates it as needed.	Medicaid Provider Manual, Mental Health/Substance Abuse, Section 13 (13.3)	Policy, Procedure		
4.3	The case manager determines if the services and supports have been delivered, and if they are adequate to meet the needs/wants of the individual.	Medicaid Provider Manual, Mental Health/Substance Abuse, Section 13 (13.3)	Policy, Procedure	Frequency and scope (face-to-face and telephone) of case management monitoring activities must reflect the intensity of the beneficiary's health and welfare needs identified in the individual plan of services.	
5	Children's Intensive Crisis Stabilization Services				
5.1	These services are for beneficiaries who have been assessed to meet criteria for psychiatric hospital admissions but who, with intense interventions, can be stabilized and served in their usual community environments. These services may also be provided to beneficiaries leaving inpatient psychiatric services if such services will result in a shortened inpatient stay.	Medicaid Provider Manual, Section 9; 9.2.B Population– Intensive Crisis Stabilization Services	Policy, Procedures		

	STANDARD	Basis/Source	Evidence of Compliance could include:	Reviewer Guidelines	CMH Document/Evidence
	Policies include servicing children or youth, ages 0 to 21, with SED and/or I/DD, including autism, or co-occurring SED and SUD				