

Application of Service Standards:

The service standards outlined below apply to any agency receiving Ryan White Part A funding to provide Mental Health Services within the Columbus TGA.

Health Resources & Services Administration (HRSA) Description:

Mental Health Services are the provision of outpatient psychological and psychiatric screening, assessment, diagnosis, treatment, and counseling services offered to clients living with HIV. Services are based on a treatment plan, conducted in an outpatient group or individual session, and provided by a mental health professional licensed or authorized with the state to render such services. Such professionals typically include psychiatrists, psychologists, and licensed clinical social workers.

Limitations:

Mental Health Services are allowable only for people living with HIV who are eligible for HRSA Ryan White HIV/AIDS Program (RWHAP) services.

Service Standards and Measures:

MENTAL HEALTH	
Standard	Measure
<p>Case Assignment: Clients will be assigned to a mental health services staff member, with availability, within two business days of receiving a completed Ryan White Part A Referral for Mental Health Services Form</p> <p>Communication: Mental Health Services personnel will provide timely communication to referral sources when applicable; most likely upon case assignment and/or if communication with client is difficult.</p> <p>Assessment: Clients will be interviewed, assessed, and evaluated to determine need for and type of service to be provided through Ryan White Part A mental health services to include:</p> <ul style="list-style-type: none"> • Presenting problem • Mental health status assessment • Anxiety screen (GAD-7 or clinical equivalent) • Depression screen (PHQ-9 or clinical equivalent) • Substance abuse screen (DAST-20 or clinical equivalent) • Trauma history • Strengths and challenges • Medical history (including diagnoses) 	<ol style="list-style-type: none"> 1. Percentage of clients with documented case assignment within two business days of referral 2. Percentage of applicable communication about client to referral source. 3. Percentage of clients with documentation of an assessment completed by a mental health professional.
<p>Reassessment: Clients will be interviewed, assessed, and evaluated at least every six months to re-determine need for and type of service to be provided through Ryan White Part A mental health services with documentation to</p>	<ol style="list-style-type: none"> 4. Percentage of clients with documentation of reassessment at least every six months.

<p>ensure services are allowable per RWHAP guidelines and services provided are consistent with treatment plan.</p>	
<p>Treatment Plan – Annual: Clients will have an individualized treatment plan with documentation to ensure services are allowable per RWHAP guidelines and services provided are consistent with treatment plan.</p> <p>Initial Treatment plan: Treatment plan should include the following:</p> <ul style="list-style-type: none"> • Diagnosed mental health issue(s) • Goals and objectives of treatment • Treatment type (individual, group) • Start date for MH services • Recommended number of sessions • Date for reassessment • Projected treatment end date (estimated) • Any recommendations for follow up <p>Signature: Mental Health professional must sign the treatment plan</p> <p>Treatment Plan – Six Month Review and Update: Clients determined in need of Ryan White Part A mental health services will have an individualized treatment plan reviewed and updated every six months with documentation to ensure services are allowable per RWHAP guidelines and services provided are consistent with treatment plan.</p> <p>Services: Staff should complete progress notes for each session with the following documented:</p> <ul style="list-style-type: none"> • Client name • Session date • Focus of session • Interventions • Progress on treatment goals • Newly identified issues or goals • Counselor signature and authentication (credentials) <p>Evaluation of Treatment Plan: Mental Health Services personnel will review and evaluate, at each appointment, client's ongoing and presenting needs and modify the treatment plan accordingly with documentation to ensure services are allowable per RWHAP guidelines and services provided are consistent with treatment plan.</p>	<ol style="list-style-type: none"> Percentage of clients with documentation of a treatment plan that includes: <ol style="list-style-type: none"> Diagnosed mental health issue(s) Goals and objectives of treatment Treatment type (individual, group) Start date for mental health services Recommended number of sessions Date for reassessment Projected treatment end date (estimated) Any recommendations for follow-up Signature of professional rendering services Percentage of clients with treatment plans reviewed or modified at least once, midway through the number of determined sessions. Percentage of clients with documentation for each unit of service that includes the date and type of services provided. Percentage of clients with documentation of service provided to ensure that: Services provided are allowable under RWHAP guidelines and contract requirements. Services provided are consistent with the treatment plan.
<p>Referral for Services: Clients will be referred to community resources for support with additional needs, e.g. domestic violence, peer support group, alcohol and</p>	<ol style="list-style-type: none"> Percentage of clients with documentation of referrals, as applicable, for other medical or mental health services.

drug treatment, psychiatry, etc. with documentation to ensure services are allowable per RWHAP guidelines and services provided are consistent with treatment plan.	
Client Contact: Clients will be contacted by Mental Health Services agency for service coordination and/or follow-up as outlined by the treatment plan, including appointment reminders and number of follow-ups for missed appointments as documented in case notes in the clients' primary medical record.	b. Percentage of clients with documentation of contact for service coordination or follow-up as outlined in the treatment plan.
Case Closure: Clients will be closed from Mental Health Services for the following circumstances: <ul style="list-style-type: none"> • Client achieves mental health services goals and no other mental health related needs are present; • Client moves outside of the service area; • Client is/will be incarcerated for more than six months; • Client request; • Client is no longer eligible based upon Ryan White Part A criteria; • Client does not reply after a combination of three attempts; and/or • Client death 	c. Percentage of clients with documentation of discharge or case closure, as applicable.