

EXHIBIT A – PROGRAM REQUIREMENTS (A-P): SHORT-TERM RESIDENTIAL THERAPEUTIC PROGRAM (STRTP)

I. Program Name

Short-Term Residential Therapeutic Program (STRTP)

II. Contracted Services¹

Outpatient Services:

- Mental Health Services
- Case Management/Brokerage
- Crisis Intervention
- Medication Support

Therapeutic Behavioral Services (TBS) - If approved/included in Exhibit A-Scope of Work (SOW)

Medi-Cal Requirements Apply

III. Program Information and Requirements

A. Program Goals

Contractor shall provide services to help the clients and their families accomplish the following goals:

- i. Reduce psychiatric hospitalizations;
- ii. Assist clients in moving to a lower level of care;
- iii. Replace maladaptive behaviors with more appropriate behaviors;
- iv. Improve clients' ability to live at home and in their community;
- v. Improve each family's ability to support their client's mental health needs, manage challenging behaviors, and reduce mental health barriers to success;
- vi. Enhance the quality of client/family life and school/community functioning; and
- vii. Support the rapid and successful transition of the client back to community-based mental health care.

Additional Goal for Katie A. and Intensive Care Coordination (ICC) Services

- i. Utilize a collaborative and integrated approach across systems toward establishing a comprehensive and individualized care/service plan with each client and family.

¹ See all requirements specified in the Exhibit A-1: Standard Requirements, Exhibit A - Scope of Work (SOW), and other Exhibits attached to this Agreement.

B. Target Population

1. Service Groups

Contractor shall provide services to youth who meet criteria for Specialty Mental Health Services and:

For STRTPs located outside Alameda County:

- i. Are Dependents of the Court placed by Alameda County Social Services Agency (SSA) Department of Children and Family Services;
- ii. Are Wards of the Court placed by Alameda County Probation Department of Juvenile Services; or
- iii. **Are referred by ACBH.**

For STRTPs located in Alameda County:

- i. Are Dependents of the Court placed by a Social Services Agency;
- ii. Are Wards of the Court placed by a Probation Department; or
- iii. **Are referred by ACBH.²**

Katie A. and Intensive Care Coordination (ICC) Services

Contractor shall provide Katie A. services to youth who meet the eligibility criteria as a member of the Katie A. subclass described in the settlement agreement in *Katie A., et al., v. Diana Bonta, et al.*, Case No. CV-02-05662AHM[SHX]. Contractor also shall provide ICC - services to other clients who have complex behavioral needs whose treatment requires cross-agency collaboration.

2. Referral Process to Program

Contractor shall only provide services to youth who have been referred by the **agencies identified in Section III.B.1. Service Groups.**

Additional Requirements for Katie A. and ICC Services

Referrals for Katie A. services shall be made by **a Social Services Agency** in cooperation with ACBH and/or its contracted providers as determined by medical and service necessity. Referrals for ICC services **may** be made by other service providers including, but not limited to, mental health therapists and Probation Officers.

Additional Requirement for Intensive Home Based Services (IHBS)

Referrals for IHBS shall be generated by the Child and Family Team (CFT) through an individualized treatment plan. **Referrals for IHBS shall be submitted to the ACBH Administrator or designee for authorization.**

Additional Requirement for TBS

Referrals shall be provided by ACBH Administrator or designee in coordination with Specialty Mental Health Providers.

² Clients referred by ACBH may include youth who are presumptively transferred to Alameda County.

3. Program Eligibility

Contractor shall serve youth who:

- i. Have been ordered into out-of-home placement or referred by ACBH as specified in Section III.B.1. Service Groups;
- ii. Have full-scope Medi-Cal;
- iii. Are seventeen years of age or younger;
- iv. Meet criteria for placement as set forth in the latest STRTP regulations as detailed in the "Admission Statement;" and
- v. Have been approved by the Alameda County Interagency Placement Review Committee to receive services.

Contractor may serve Dependents of the Court who are 18 years of age or older if:

- i. The program is licensed to provide services to Non-Minor Dependents, and
- ii. There is a court order changing a youth's status to a Non-Minor Dependent or such change is in process.

Additional Program Eligibility for Katie A. and ICC Services

Youth shall meet eligibility for Katie A. and ICC services as defined in the "MEDI-CAL MANUAL FOR ICC, IHBS AND THERAPEUTIC FOSTER CARE (TFC) FOR MEDI-CAL BENEFICIARIES."³

Additional Requirement for Intensive Home Based Services (IHBS)

For authorization of IHBS, Contractor shall coordinate with the ACBH Administrator or designee, submitting required documentation at initial assessment, every six months thereafter, and as requested.

Additional Program Eligibility for TBS

- i. Meet the initial screening criteria for TBS eligibility;
- ii. Are assigned and authorized by the ACBH Administrator or designee; and
- iii. For authorization, Contractor shall coordinate with the ACBH Administrator or designee, submitting required documentation at initial TBS assessment, every 90 days there after, and as requested.

4. Limitations of Service

Contractor shall comply with all service limitations for Katie A. and ICC services as described in the "MEDI-CAL MANUAL FOR ICC, IHBS AND THERAPEUTIC FOSTER CARE (TFC) FOR MEDI-CAL BENEFICIARIES."

³ Contractor shall adhere to the guidelines in the "MEDI-CAL MANUAL FOR ICC, IHBS AND THERAPEUTIC FOSTER CARE (TFC) FOR MEDI-CAL BENEFICIARIES, 3rd edition (January, 2018)" and any subsequently updated editions.

C. Program Description

Contractor shall maintain programmatic services at or above the following minimum levels:

1. Program Design

Contractor's clinicians shall be responsible for ensuring that each client receives the appropriate combination of mental health services, case management/brokerage, crisis intervention and/or medication support, according to the client's specific needs as indicated in each client's treatment plan.

Mental health services shall include collateral, individual and family therapy, group therapy, evaluation, assessment, plan development, interactive complexity, individual and group rehabilitation, and IHBS. Contractor's case management/brokerage services shall include ICC. Contractor shall utilize family engagement⁴ strategies for all clients served within this program. Contractor shall provide trauma-informed perspective, which shall include planned services to promote the client's healing from any history of trauma.

Contractor shall also make available the following mental health treatment services through linkage to services provided by other agencies: day treatment intensive, day rehabilitation, and psychiatric nursing services. The client may receive services provided offsite by other agencies to meet the client's needs as set forth in the treatment plan.

Contractor shall provide services aligning with the timeline guidelines in the DHCS STRTP regulations and ACBH Quality Assurance. Contractor shall refer to DHCS STRTP regulations for additional guidance.

Contractor shall provide services which comply with the list of timeline guidelines identified by the STRTP regulations:

Activity to be completed:	Timeline for completion:
Assessment	Within five calendar days of client's arrival at the STRTP (client's arrival)
Admission Statement	Within five calendar days of client's arrival
Treatment Plan	Within ten days of client's arrival and reviewed every 30 days subsequently
Progress Notes	Must be completed, signed, and dated (or electronic equivalent) within 72 hours of the service
Clinical Review	Every 90 calendar days while client placed in STRTP

⁴ Family Engagement is an umbrella term which includes Family Therapy, Collateral Family Therapy, Collateral Family Groups, Multi-Family Groups, Collateral Caregiver, and any other new codes specified by ACBH.

Transition Determination Plan	Before client discharge from STRTP
Medication Services/ Medication Reviews	At least every 45 days for client's prescribed psychotropic meds. For client's not on psychotropic meds, a psychiatrist must review the course of treatment at least every 90 days and include the results of this review in a progress note.

Katie A. and ICC Services

Contractor shall utilize the ICC and IHBS procedure codes in accordance with the guidelines, service limitations/lockouts, and billing requirements set forth in the "MEDI-CAL MANUAL FOR ICC, IHBS AND THERAPEUTIC FOSTER CARE (TFC) FOR MEDI-CAL BENEFICIARIES," the "CALIFORNIA INTEGRATED CORE PRACTICE MODEL (ICPM) (2018)," the "ALAMEDA COUNTY MANUAL FOR ICC AND IHBS SERVICES—KATIE A.," and as specified by the ACBH Administrator or designee:

- i. Code 557: IHBS
- ii. Code 577: ICC
- iii. Code 578: Child Family Team (CFT-ICC) Facilitation

ICC services shall facilitate assessment of, care planning for and cross system/multi-agency coordination of services, including urgent services. ICC service components shall include assessing; service planning and implementation; monitoring and adapting; and transition. ICC shall be offered if identified as a need in a CFT meeting. ICC shall be provided when included in the client's Individualized Client Plan.

Contractor shall ensure that clients are aware that IHBS is a service they are eligible to receive through the course of ICC provision upon authorization by ACBH Administrator or designee. IHBS shall be offered if identified as a need in a CFT meeting. IHBS shall be provided when included in the client's Individualized Client Plan.

For Katie A. eligible youth who accept or decline ICC services, Contractor shall submit the "Katie A. Sub-Class Eligibility Tool" document to the ACBH Administrator or designee. For non-Katie A. eligible youth who require ICC services, Contractor shall submit an ICC referral to the ACBH Administrator or designee.

Contractor shall assign cases to an ICC Coordinator within two weeks of confirmation of the referral from the ACBH Administrator or designee.

Contractor shall assign IHBS referrals within two weeks of pre-authorization by ACBH Administrator.

TBS

Contractor's TBS program shall supplement other specialty mental health services by addressing the target behaviors/symptoms that are jeopardizing the client's current

living situation or planned transition to a lower level of placement. Contractor shall provide short-term treatment services to further the client's overall treatment goals.

Contractor's TBS treatment planning shall be flexible. Intervention strategies shall be refined or **updated** based on review. Contractor shall include a plan to taper off services as appropriate, and to work with caregivers to continue the utilization of effective strategies. Contractor shall deliver services at the time and place that provide the best opportunity for intensive therapeutic support towards meeting the treatment plan goals. Contractor shall review client's progress on a weekly basis within the program, and collaboratively with the Specialty Mental Health Provider on at least a monthly basis.

Contractor shall open cases within two weeks from the date of assignment by the ACBH **Administrator or designee** unless the client requests postponement of case opening based on the client's preference for a specific provider and/or language/gender capacity.

2. Discharge Criteria and Process

Dependents of the Court

Contractor shall discharge clients as determined through the collaborative efforts of Contractor, **the client's CFT**, ACBH, and Social Services Agency.

Wards of the Court

Contractor shall discharge clients as determined through the collaborative efforts of Contractor, **the client's CFT**, ACBH, and Probation Department.

Additional Discharge Criteria for TBS

Contractor shall discharge a client from TBS when the treatment goals have been met after having discussed termination with the client, parent/family, and appropriate professionals as needed. Contractor shall make recommendations for other appropriate services as needed upon discharge.

3. Hours of Operation

Contractor shall maintain the hours specified in Exhibit A-Scope of Work (SOW).

4. Service Delivery Sites

Contractor shall deliver services at designated service delivery sites specified in Exhibit A-SOW.

Contractor shall have and maintain valid licensure as follows:

- i. California Department of Social Services Community Care Licenses; and
- ii. California Department of Social Services STRTP License.

Additional Service Delivery Sites for IHBS

IHBS shall be provided in any setting where the youth is naturally located.

D. Minimum Staffing Qualifications

Contractor shall maintain staffing to meet the requirements of STRTP regulations and ACBH Quality Assurance.

Additional Minimum Staffing Qualifications for TBS

Unless given prior authorization by ACBH Administrator or designee, any new staff hired by the Contractor to provide TBS services shall hold the minimum qualifications of a Mental Health Rehabilitation Specialist (MHRS) and shall be supervised by a Licensed Practitioner of the Healing Arts (LPHA), according to ACBH Staff Qualifications for Service Delivery and Documentation.

IV. Contract Deliverables and Requirements

A. Process Objectives

Contractor shall provide the services, as described in the Program Description, to eligible clients.

B. Quality Objectives

Contractor shall work collaboratively with ACBH to develop performance measures around quality of care.

C. Impact Objectives

Not applicable.

V. Reporting and Evaluation Requirements

Contractor shall report STRTP client placement information into an ACBH-approved template at the time of invoicing.

Additional reporting requirement for Katie A

Contractor shall enter data into a platform as identified by ACBH Administrator or designee by the 5th business day of each month.

Additional reporting requirement for TBS

Monthly summaries of the treatment progress are required to be documented by Contractor's staff in the client chart, unless otherwise specified by the ACBH Administrator or designee.

VI. Additional Requirements

Contractor shall ensure that all staff that provide and claim Specialty Mental Health Services under this contract complete both of the following trainings, which are offered periodically by ACBH Quality Assurance, prior to submitting claims for STRTP services:

- i. Alameda County's "Medi-Cal Documentation training" (or virtual equivalent); and
- ii. Alameda County's "Clinical Documentation for Short-term Residential Therapeutic Program (STRTP) Contracted Service Providers" (or virtual equivalent).