



# Protocol for Mental Health Services for Children/Youth in DCS Custody

Supplemental to DCS Policy: [20.7, Health Services for Children/Youth in DCS Custody](#)

## A. General Mental Health Screening Information

1. Upon children/youth entering DCS custody, [CS-0727 Initial Intake, Placement and Well-Being Information and History](#) will be completed and submitted to the DCS Regional Health Unit no later than the next business day.
2. Based on the review of [CS-0727 Initial Intake, Placement and Well-Being Information and History](#), the Regional Mental Health Clinician will provide feedback to the child/youth's Child and Family Team when a mental health, or other specialized assessment, is needed or there are additional mental health supports that may be necessary (e.g. Tennessee Early Intervention Services referral).
  - a) The Regional Mental Health Clinician will provide all feedback regarding mental health needs and recommendations for the child/youth to the Child and Family Team within 30 days from the date of custody.
    - ◆ The Child and Family Team may make any necessary mental health referrals, including referrals for mental health intakes and/or mobile crisis assessments (depending on the urgency of the need), prior to receiving this feedback.
  - b) The FSW/JSW will ensure any recommendations for follow-up care/treatment are scheduled and occur as recommended in the mental health intake. The FSW will work with the parent/guardian, foster parent, or contract provider agency staff to schedule and transport children to appointments.
  - c) [CS-0206, Authorization for Routine Health Services for Minors](#) should be provided to all mental health providers.
  - d) [CS-0629, Psychotropic Medication Evaluation](#), or equivalent form, must be completed at **every** mental health appointment in which psychotropic medication is prescribed. If new psychotropic medication is prescribed, [CS-0627 Informed Consent for Psychotropic Medication](#), or equivalent form, must be completed. These forms are sent to the DCS Regional Health Unit.
    - ◆ Appropriate informed consent must be obtained for a child/youth in DCS custody to receive psychotropic medication.
    - ◆ See DCS policy [20.24, Informed Consent](#) for specific procedures to be followed in obtaining informed consent.
    - ◆ The DCS Family Service Worker (FSW), Juvenile Service Worker (JSW), resource parent or agency caseworker cannot provide consent for psychotropic medication.
  - e) Note: If a provider prescribes psychotropic medication, [CS-0627 Informed Consent for Psychotropic Medication](#), must be completed prior to administering the medication.

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- f) [\*\*CS-0689, Health Services Confirmation and Follow-Up Notification\*\*](#) will be provided to the mental health provider with a request that the form be completed or the information provided to the FSW/JSW.
- g) Both private insurance and TennCare require the use of their network providers. Check with the insurance company for a list of participating providers before scheduling an appointment.
  - ◆ If the custodial child/youth does not have insurance coverage and is NOT eligible for TennCare (i.e. foreign-born non-citizen), [\*\*CS-0533, Health Services Authorization for Non-TennCare Eligible\*\*](#) must be filled out by the FSW/JSW and provided to the mental health provider with instructions for completion.

### **B. Centers for Excellence**

1. DCS partners with the Centers for Excellence (COEs) across the state to review and provide a variety of mental health support services.
2. Cases typically referred to the COE involve children with complex mental health needs.
  - a) Cases that could potentially be referred to the COE include the following:
    - ◆ A child/youth that is already in therapy but struggling to make progress or exhibiting significant behaviors.
    - ◆ A child/youth with complex diagnoses, such as psychosis, or has had multiple hospitalizations.
    - ◆ The Child and Family Team is unable to decide or is unclear on the best course of action to prioritize treatment/care.
    - ◆ There is a need for a psychological assessment to clarify a diagnose and treatment.
    - ◆ A review of psychiatric medications is needed.
3. The type of support provided by the COE varies depending on structure, staffing, and capacity.
4. The FSW/JSW may make a direct referral to the COE but also has the option to consult with the DCS Regional Mental Health Clinician, as needed, prior to making the referral.
5. The COE will triage the referral and determine the most appropriate support needed.
  - a) Supports may include the following:
    - ◆ Case reviews
    - ◆ Psychiatric or psychological assessment
    - ◆ Therapy referrals
    - ◆ Other mental health supports specific to that particular regional COE location.

**COE Locations**

**East Tennessee State University COE**

Johnson City

Michele Moser, Ph.D., Director

*Webpage:* <https://www.etsu.edu/statecustody/default.php>

*Counties:* Carter, Greene, Hancock, Hawkins, Johnson, Sullivan, Unicoi, Washington.

*Services Provided:* Case consultation, records review, regional behavioral health resources information, psychiatric evaluation, limited medication management to support stabilization.

*Referral Process:* Referral form can be found on the webpage. Call to triage the referral or complete and submit the referral form. Upon receipt of the referral form, a triage time will be scheduled. Completed referral form can be emailed to Erin Britton, COE Clinical Coordinator ([britton@etsu.edu](mailto:britton@etsu.edu)) and Michele Moser, COE Director, ([michele.moser@tn.gov](mailto:michele.moser@tn.gov)) or faxed to 423- 439-2240. Call to triage at (423) 439-2227 or toll free at (877)746-6263.

**University of Tennessee Graduate School of Medicine COE**

Knoxville

Kristin Dean, Ph.D., Director

*Webpage:* <https://gsm.utmck.edu/coe/coe/index.html>

*Counties Served:* Anderson, Blount, Campbell, Claiborne, Cocke, Grainger, Hamblen, Jefferson, Knox, Loudon, Monroe, Morgan, Roane, Scott, Sevier, Union.

*Services Provided:* Case review and consultation, psychiatric and psychological assessment, therapy referrals, Resource Parent Curriculum (foster parent group), monthly Learning Café.

*Referral Process:* Visit our website ([utcoe.org](http://utcoe.org) or above link) and click on Case Review or Therapy Assistance, or call the COE at 865-329-9461 or 844-648-3889

**Southeast COE**

Chattanooga

Susan McGuire, M.D., Medical Director

Jennifer Coleman, LCSW, Program Director

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*Webpage:* <https://secoe.us/>

*Counties Served:* Hamilton, Bradley, Polk, McMinn, Meigs, Rhea, Marion, Bledsoe, Sequatchie.

*Services Provided:* Case review and consultation, assessment and evaluation (initial/biopsychosocial assessment, psychiatric evaluation, psychological evaluation -when specific testing is warranted), temporary medication management.

*Referral Process:* Visit our website at <https://secoe.us/services/> and click "online referral form" to complete a referral or click "SECOE referral form" to print and complete. If using the printed form, fax completed form to 423-490-0410 or email to [admin@secoe.us](mailto:admin@secoe.us) or [jennifer.coleman@secoe.us](mailto:jennifer.coleman@secoe.us) If there are any questions about a referral, please call 423-648-4951.

### **University of Tennessee Health Science Center COE**

Memphis

Melissa Hoffmann, Ph.D., Director

*Webpage:* <https://www.uthsc.edu/cdd/programs/coe-state-custody.php>

*Counties Served:* Shelby, Benton, Carroll, Crockett, Dickson, Dyer, Gibson, Henry, Houston, Humphreys, Lake, Obion, Stewart, Weakley, Chester, Decatur, Fayette, Hardeman, Hardin, Haywood, Henderson, Lauderdale, Madison, McNairy, Tipton

*Services Provided:* Case consultation, records review, evaluations (psychology, psychiatry, developmental pediatrics, speech-language pathology), limited psychotherapy (TF-CBT, PCIT)

*Referral Process:* Referral form can be found on our webpage. Form should be completed and emailed to [Sheree.Barden@tn.gov](mailto:Sheree.Barden@tn.gov) or faxed to 901-448-3740

### **Vanderbilt University Medical Center COE**

Nashville

Jon Ebert, Psy.D., Director

Tarah Kuhn, Ph.D., Clinical Director

*Webpage:* <https://www.vumc.org/coe/>

*Counties Served:* Davidson, Cheatham, Montgomery, Robertson, Rutherford, Sumner, Trousdale, Williamson, Wilson, Bedford, Coffee, Franklin, Giles, Grundy, Hickman, Lawrence, Lewis, Lincoln, Marshall, Maury, Moore, Perry, Wayne, Cannon, Clay, Cumberland, DeKalb, Fentress, Jackson, Macon, Overton, Pickett, Putnam, Smith, Van Buren, Warren, White

## ***Protocol for Mental Health Services for Children/Youth in DCS Custody***

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*Services Provided.* Case review and consultation, Psychological and Psychiatric evaluations, Provider consultation (psychotherapy and psychiatric), Psychiatric medication review, Limited medication management- bridge service, Monthly Lunch & Learn series (2nd Thursday of each month, noon CST), CANS/FAST assessment consultants statewide

*Referral Process.* Contact Kevin Thomas (e-mail: [kevin.thomas@vumc.org](mailto:kevin.thomas@vumc.org) or phone: 615- 322-8708) to triage referral and receive referral link. COE main number: 615-322-8701.