

COUNTY OF HUMBOLDT
DEPARTMENT OF HEALTH AND HUMAN SERVICES
CHILD WELFARE SERVICES

POLICY & PROCEDURE

POLICY NUMBER: CWS 09-67	POLICY TITLE: MENTAL HEALTH SCREENING TOOL (MHST 2.0) AND REQUEST FOR ACCESS TO SERVICES	EFFECTIVE DATE: 02/01/2011
PROGRAM: ER, Ongoing, ICWA, EFC, PP	REVISION DATES: 09/02/2020	REFERENCES: ACL 15-11, ACL 18-81, SB 93, Core Practice Model Guide

OVERVIEW

This policy outlines the procedures for screening and referring children/youth for behavioral health services.

POLICY

It is the policy of Children & Family Services to provide appropriate mental health screening assessment and treatment services to children/youth receiving ongoing services through Child Welfare Services (CWS). The primary provider of these services is Humboldt County Children’s Behavioral Health and contracted Organizational Providers.

PROCEDURE

1. Screening for mental health service needs of children/youth for whom a CWS case is opened will be done by initiating the Mental Health Screening Tool (MHST 2.0).
2. The Investigating Social Worker or other designated worker will complete the MHST 2.0 for all children/youth prior to transferring to Ongoing and no later than 30 days from promotion to a CWS case.
 - 2.1. If the child has Tribal affiliation, the social worker will contact the Tribe to jointly complete the MHST 2.0 with a Tribal representative.
3. The MHST 2.0 form can be found via the CWS/CMS application in the Humboldt County templates location and shall be completed in its entirety.
4. The MHST 2.0 shall not be the only form of communication between CWS and the Mental Health Clinician. Children/youth and/or their caregivers that need the supports of behavioral health will be discussed to help keep children/youth in the lowest level of care; eliciting information from collaterals in the child/youth’s network can also provide a more robust pictures of the needs of the child/youth.

POLICY NUMBER	POLICY TITLE	EFFECTIVE DATE
CWS 09-67	Mental Health Screening Tool (MHST 2.0) and Request for Access to Services	02/01/2011

COUNTY OF HUMBOLDT
DEPARTMENT OF HEALTH AND HUMAN SERVICES
CHILD WELFARE SERVICES

POLICY & PROCEDURE

5. Any additional information that may provide a better understanding of the child/youth’s current behavior and situation, including information about any current behavioral health services being provided/accessed should be entered in the “Other Comments or Concerns” box.
6. For urgent situations (if a Child Risk Behavior is rated a 3, or when circumstances require urgent mental health intervention), the Social Worker will check the “Urgent” box on the MHST 2.0. The Social Worker Supervisor will also contact the Supervising Mental Health Clinician directly advising that there is an urgent MHST 2.0.
 - 6.1. In emergent situations, the child/youth’s caregiver should be directed to the Crisis Stabilization Unit (CSU).
7. The case carrying Social Worker will complete an updated MHST 2.0 annually for all children/youth in an open CWS Case.
 - 7.1. If the child has Tribal affiliation, the social worker will contact the Tribe to jointly complete the MHST 2.0 with a Tribal representative.
 - 7.2. An updated MHST 2.0 will be completed prior to the annual due date should the child/youth present new behaviors/symptoms and the child/youth is not receiving behavioral health services.
 - 7.3. For children/youth that present new symptoms/behaviors that are open to behavioral health services, the Social Worker will contact the assigned clinician to communicate the information.
8. Completion of the MHST 2.0 will be entered in CWS/CMS under the Screenings tab of the child/youth’s Health Notebook. (See *CMS Data Entry Guide – MHST 2.0*)
9. The Social Worker submits all completed MHST 2.0 forms to Children’s Behavioral Health regardless of the ratings assigned.
 - 9.1. Completed MHST 2.0 forms can be emailed directly to the MHST Inbox: DHHS-MHST@co.humboldt.ca.us go or placed in hardcopy into the “To Be Faxed” Basket to be sent via email by clerical.
 - 9.1.1. Email urgent MHST 2.0 forms directly to the MHST Inbox with a CC to the Supervising Mental Health Clinician.

POLICY NUMBER	POLICY TITLE	EFFECTIVE DATE
CWS 09-67	Mental Health Screening Tool (MHST 2.0) and Request for Access to Services	02/01/2011

COUNTY OF HUMBOLDT
DEPARTMENT OF HEALTH AND HUMAN SERVICES
CHILD WELFARE SERVICES

POLICY & PROCEDURE

10. Upon receipt by Children’s Behavioral Health, any child/youth with either of the following ratings will start the Mental Health Access process to determine level of acuity and receive a full, clinical Mental Health Assessment.
 - 10.1. A rating of 1, 2 or 3 in Child Behavioral/Emotional Needs, Child Risk Behaviors or Early Development
 - 10.2. A rating of 2 or 3 in Transition Age Youth

POLICY NUMBER	POLICY TITLE	EFFECTIVE DATE
CWS 09-67	Mental Health Screening Tool (MHST 2.0) and Request for Access to Services	02/01/2011