



**TARGETED YOUTH CASE MANAGEMENT
(TCM) FOR YOUTH WITH SERIOUS
EMOTIONAL DISTURBANCE (SED)**

Montana DPHHS
Children's Mental
Health Bureau

January 2021

OVERVIEW OF THIS PRESENTATION

- The Children's Mental Health Bureau and Targeted Youth Case Management (TCM) for youth with serious emotional disturbance (SED)
- Redesigned TCM Program, updates to:
 - Medical Necessity Criteria
 - Requirements and Rules

Note: The bulleted points on these slides do not include the full wording of the Administrative Rules of Montana (ARM) that pertain to TCM for youth with SED. ARMs are subject to change so always consult the Montana Secretary of State's website before making decisions related to billing or program development.

WHO IS CMHB

- The Children's Mental Health Bureau (CMHB) is responsible for designing, developing, managing, and evaluating mental health services for youth enrolled in Healthy Montana Kids Plus (Medicaid)
- The population served is youth with serious emotional disturbance (SED)
- Resource to Providers

TCM FOR YOUTH WITH SED OVERVIEW

- TCM is the process of:
 - assessing needs;
 - developing a service plan;
 - coordinating services; and
 - monitoring progress for the family system with an emphasis on the youth.
- Assists, advocates, and empowers the family to help the youth obtain the necessary services to remain in school, in the home, and in their community while focusing on their social, emotional, behavioral, and basic needs.

TCM FOR YOUTH WITH SED PROGRAM REQUIREMENTS: ARM 37.87 SUBCHAPTER 8

- TCM activities include:
 - Comprehensive assessment and periodic reassessment
 - Care Plan and periodic revision
 - Goals and actions to address the service needs of the youth and family or caregiver
 - Active participation of the youth and youth's family for caregiver in developing the goals and actions of the plan
 - A course of action designed to respond to the assessed needs of the youth and family or caregiver
 - Referral and related activities
 - Monitoring and follow-up activities
 - At least one annual monitoring review per year
 - Targeted case management may include contacts with noneligible individuals who are directly related to the identification of the youth's needs and care for the purpose of helping the youth access services, identifying needs and supports to assist the youth in obtaining services, providing case managers with useful feedback, and alerting them to changes in the youth's needs.

TCM FOR YOUTH WITH SED PROGRAM REQUIREMENTS: ARM 37.87 SUBCHAPTER 8 *CONTINUED*

TCM Reimbursement:

- Reimbursed as a fee-for-service based on 15-minute unit increment.
- March 2020 added a frontier differential option for youth residing in a county with a per capita population of fewer than 6 people per square mile.
 - TN modifier must be used
 - 115% of the current TCM fee schedule
- TCM providers may not bill for time spent writing progress notes this activity.
- TCM providers may bill for face-to-face and telephone services.
- TCM may be provided concurrently with PRTF up to 60 consecutive days if provided for the purpose of community transition.

TCM FOR YOUTH WITH SED PROGRAM REQUIREMENTS: ARM 37.87 SUBCHAPTER 8

CONTINUED

- TCM services must be provided by a licensed Mental Health Center with a TCM endorsement.
- Case management services must be delivered by a case manager whose primary responsibility is the delivery of case management services.
 - Currently waived due to Covid-19 pandemic.
- Each youth must have a case management plan as required in ARM 37.86.3305.
 - plans must be completed within the first 21 days of admission and updated at least every 90 days or whenever there is a significant change to the youth's condition.

TCM FOR YOUTH WITH SED PROGRAM REQUIREMENTS: ARM 37.87 SUBCHAPTER 8

CONTINUED

- TCM Plans must:
 - Use and incorporate standardized assessment tool findings;
 - support continued benefits from TCM reflected in youth service planning;
 - reflect the least restrictive and appropriate level of care;
 - identify the strengths of the youth and the youth's family or caregivers;
 - include a crisis response plan;
 - include a plan for each youth age 16 1/2 and older to transition to adult mental health services; and
 - include a discharge and transition plan from targeted case management services.

TCM FOR YOUTH WITH SED PROGRAM REQUIREMENTS: ARM 37.87 SUBCHAPTER 8

CONTINUED

- Targeted case managers must meet with all new admits to complete a family treatment team meeting preparation check list and questionnaire.
 - Must be face to face unless documented reason for telehealth.
 - Administrative Rule of Montana outlines all check list requirements.
 - Goal is to prepare families and caregivers for the treatment team meetings to ensure they are prepared to participate.
- Individual treatment plans must include:
 - natural supports; and
 - a crisis plan.
- Youth and youth's family or caregiver must be informed on baseline and updated outcome measurements.
 - Must meet at least every 90 days.

TCM FOR YOUTH WITH SED PROGRAM REQUIREMENTS: ARM 37.106 SUBCHAPTER 19

- Clinical assessment must be completed for all mental health center services and must be completed:
 - within 12 hours after admission for crisis stabilization program services; and
 - within the later of three contacts, or 14 days from the first contact for other services.
- Case managers must meet with a supervisor at least once per month, as necessary based on the case manager's documented skills and skill sets.
- Case managers must have a bachelors degree and one year experience or equivalent.

TCM FOR YOUTH WITH SED PROGRAM REQUIREMENTS: ARM 37.106 SUBCHAPTER 19, *CONTINUED*

- Case managers and supervisors must receive a minimum of:
 - 20 hours initial training; and
 - 20 hours of annual continuing education.
- Training must be outlined in a written protocol and include:
 - competencies and skills in key case management functions; and
 - Training on suicide prevention, including crisis and safety planning.
- Caseload size
 - Allow for flexibility in caseload sizes; and
 - Should be based on service needs of youth and families.
- Service location requirements:
 - More than 50% of a case manager's in person contacts must be outside of the mental health center's facility.

TCM MEDICAL NECESSITY REQUIREMENTS

- Youth must meet:
 - Serious Emotional Disturbance (SED) criteria as outlined in the CMHB Medicaid Services Provider Manual (Manual); and
 - Medical necessity criteria as outlined in the Manual.
- As part of SED criteria a youth does need to have a current assessment at least annually confirming SED including functional impairment criteria is met.
- Tools to help providers confirm SED criteria:
 - [CMHB Medicaid Services Provider Manual](#);
 - [SED Checklist](#); and
 - [SED Diagnosis List](#).

TCM MEDICAL NECESSITY REQUIREMENTS

CONTINUED

- Assessment confirms youth has documented need for TCM services based on:
 - complexity of youth and family service needs and/or interventions;
 - severity of youth's behavioral health symptoms; or
 - strengths, preferences, and needs within family or caregiver capacity; and
- Youth and family or caregiver's needs have been assessed and documented that TCM services are necessary to maximize benefit and leverage resources from other systems in which the family or caregiver is involved, with an emphasis on natural supports.
- Prior authorization is not required.
- The youth must discharge when:
 - treatment plan goals have been met;
 - no longer desires case management; or
 - no longer meet criteria for entry into targeted case management services.

GENERAL MEDICAID REQUIREMENTS

- General Medicaid Service Requirements are found in ARM 37.85.
- Providers have 365 days to submit a clean claim to MT Medicaid.
- Providers may not bill a member for a noncovered or medically unnecessary service;
 - unless the member has been notified in advance and has signed an agreement.
- Providers must maintain records which fully demonstrate the extent, nature and medical necessity of services and items provided.
- All medical records must be complete within 90 days after the claim was submitted to MT Medicaid for reimbursement.
 - Completed record does require a signature and date

WHERE TO GO FOR MORE INFORMATION

- **Children's Mental Health Bureau**
<http://dphhs.mt.gov/dsd/CMB>
- **CMHB Medicaid Services Provider Manual**
<https://dphhs.mt.gov/dsd/CMB/Manuals>
- **Montana Medicaid Provider Information**
<https://medicaidprovider.mt.gov/>
- **Utilization Review Mountain Pacific Quality Health and Telligen**
<https://www.mpqhf.org/corporate/medicaid-portal-home/>
- **Montana Secretary of State - Administrative Rules of Montana (ARM)**
<http://www.mtrules.org/default.asp>

CONTACTS

- Medicaid Program Supervisor
Renaë Huffman, RHuffman@mt.gov 406-444-7064
- Bureau Chief
Meghan Peel, MPeel@mt.gov 406-444-1290

