

NWF Health Network

Policy & Procedure

Series:	200	
Policy Name:	Placement-Related Planning and Advocacy	
Policy Number:	211	
Origination Date:	12/13/2019	Revised: Board Meeting of 09/07/2023
Regulation:	65C-28.015(3), F.A.C., <i>Behavioral Health Needs of Children in Out-of-Home Care</i>	

Policy

The purpose of this policy is to establish a protocol for NWF Health Network (NWFHN) and its partner agencies to ensure successful placement-related services and advocacy for children placed in the following high-end placement settings: inpatient psychiatric programs, safe houses, residential treatment, and enhanced group care. Placement-related services and advocacy may include activities such as assuring the availability of needed therapeutic services within the placement setting, assessing and addressing needs related to maintaining placement stability and/or planning for placement discharge to a less restrictive setting or permanency. These planning and advocacy activities may be conducted in a variety of ways, and are based upon the needs of the child, local needs and the system of care. Placement-related planning and advocacy begin immediately upon admission for children who are in the placement settings named above. This protocol will also include aftercare services such as follow up appointments, individual therapy, family therapy and wrap-around services subsequent to these placements.

Procedure

1. Discharge planning, placement planning and advocacy activities will be coordinated by the NWFHN Champion assigned to the youth.
 - a. Champions are assigned from agency volunteers by the Out-of-Home Care Director or designee.
 - b. Champions will meet periodically to discuss successes, any challenges and determine whether any changes to the protocol would be helpful.
2. Based upon the needs of the child, Champions will organize and facilitate monthly staffings to address discharge planning, placement planning and advocacy for their assigned child, as needed.
3. The Planning Team may include members from the following teams:
 - Case Management Organization (CMO)
 - Behavioral Health
 - Nurse Care Coordination
 - Operations (Permanency, Well-Being)
 - Placement
 - Care Coordination
 - Guardians-ad-Litem (GAL)
 - Adoptions
 - Independent Living
 - Current/potential providers
 - Licensing
 - Other state agencies with whom the child is engaged (APD, DJJ, etc.).
4. The NWFHN Champion is responsible for determining and making contact with the individuals needed for the staffing for their assigned child.

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Placement-Related Planning and Advocacy Process

The planning and advocacy process begins at placement with the identification of the child's need for services. This includes the documentation of initial goals of the placement and potential barriers to a successful placement. Within seven calendar days of admission into a placement, a preliminary plan is established.

1. The NWFHN Champion will review the related daily NWFHN reports and provide updates as needed.
2. The NWFHN Champion will actively collaborate with the placement provider throughout the treatment process to ensure that placement planning and advocacy is comprehensive and includes the array of services and supports necessary to maintain the stability of the child in their placement or in a community setting upon discharge.
3. The Champion and team members along with the placement provider, will be responsible for identifying barriers that may delay services, cause the instability of the placement or delay discharge from the high-end placement. The team will work together to develop actions plans to address the barriers.
4. The Champion will facilitate a monthly (or as needed) staffing to review the child's treatment plan and progress towards achieving the set goals. This staffing can be conducted in-person, via conference call or online (Teams, RingCentral, etc.) and will be documented in FSFN by the CMO.
5. The Champion will ensure that these staffings will promote and implement the use of wrap around services to achieve successful placement stability or step-down from the high-end placement. The use of wrap around services must be designed to eliminate barriers to service delivery, strengthen and support families and reduce recidivism, with the goal of maintaining the child in his or her home community, whenever possible.

Subsequent Placement and Follow-up:

Upon a child's release or step-down from a high-end placement, discussions and/or a follow-up staffing may be initiated to promote the child's maintenance within their community setting or less restrictive placement setting. If continued follow-up is needed, the child should begin receiving the services recommended in the action plan within seven (7) days of change in placement.

1. The Champion will monitor the effectiveness of these services and assess for changes that may be necessary to prevent subsequent placement changes.
2. The Champion will continue to facilitate meetings and discussions regarding the child's action plan progress until it is recommended by the team that staffings are no longer needed.