



## **SALISH BHO**

### **INPATIENT POLICIES AND PROCEDURES**

**Policy Name:** CHILDREN'S LONG-TERM INPATIENT PROGRAM (CLIP) COORDINATION

**Policy Number:** 12.08

**Reference:** WAC 388-877-1138

**Effective Date:** 2/2002

**Revision Date(s):** 2/2013; 5/2018

**Reviewed Date:** 12/2014; 7/2017; 5/2018

**Approved by:** SBHO Executive Board

#### **CROSS REFERENCES**

- Policy: Level of Care
- Policy: Corrective Action Plan

#### **PURPOSE**

The Salish Behavioral Health Organization (SBHO) will coordinate Children's Long-term Inpatient Program (CLIP) to ensure appropriate access and discharge planning for children and youth in the SBHO region.

#### **PROCEDURE**

**Voluntary Admissions:** The SBHO has established standardized criteria for children/youth seeking voluntary placement in the statewide CLIP program(s). Reference SBHO Level of Care for Voluntary CLIP.

**Involuntary Admissions:** All youth in Washington state who are detained via a 180-day commitment to inpatient care will be reviewed by the CLIP Administration for placement in a licensed CLIP facility. Reference 12.08a SBHO Policy Children's Long-Term Inpatient Program Requirements

The SBHO provides resource management, case coordination/ case management, community education, and CLIP gatekeeping for children and youth residing within Kitsap, Jefferson, and Clallam Counties.

### **SBHO Mechanisms for CLIP coordination:**

1. The SBHO provides direct resource management, utilization management, and case management oversight of the CLIP program for children and youth designated/from the SBHO.
  - a. Clallam and Jefferson Counties: The SBHO Children's Services Manager is responsible for the individual, transitional, and discharge planning to/ from the community for children/youth from Jefferson and Clallam Counties, as well as coordinating and facilitating the CLIP Community Resources described below.
  - b. Kitsap County: There is a CLIP Coordinator that is a delegated case management position that is responsible for community education, referral inquiries, sending out and gathering completed applications, coordinating the local community gatekeeping committee for Kitsap County, and communicating the committee recommendations for approval or alternative options to CLIP. The CLIP Coordinator is also the conduit of information to the family/youth requesting CLIP and responsible to relay and report the findings of the local community gatekeeping committee meeting. The CLIP Coordinator is responsible for the individual's transitional and discharge planning to/from the community for children/ youth from Kitsap County, and participates in the treatment plan review meetings while the youth is inpatient at the CLIP facility as indicated.
2. The local community gatekeeping committees (CLIP Community Resource Committees) are a group of volunteers from formal and informal child serving system within the community, as well as the child/ youth's family members and direct service team. The CLIP Community Resource Committees are facilitated by the CLIP Coordinator in Kitsap County and the SBHO Children's Services Manager in Clallam and Jefferson Counties. The SBHO Children's Program Manager participates on the committees as a community team member. The committee is responsible for recommending the approval/authorization decisions of voluntary CLIP applications for children and youth from their community.
3. The SBHO will utilize the established Working Agreement to promote rapid and successful integration of children/ youth to the community from a CLIP program. The SBHO provides oversight and direct case coordination to monitor these activities and target quality improvement processes.
4. In the case of an admission directly from a Tribe, the SBHO and assigned network provider will work with the tribe during discharge planning as necessary to provide appropriate services to the child/youth.

### **MONITORING**

1. The SBHO monitors this policy through:
  - Consultation with the CLIP Administration and CLIP facilities, as needed
  - Bi-Annual Administrative and Clinical Reviews

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2. If a provider performs below expected standards during any of the reviews listed above a Corrective Action will be required for SBHO approval. Reference SBHO Corrective Action Plan Policy.