

# Frequently Asked Questions: Schools

## How do I explain CMO services to faculty and district families?

In short, Capitol County Children's Collaborative (CCCC) is the Mercer County Care Management Organization or CMO. CMO services are intensive care management services for youth ages 5-21 with emotional, behavioral and/or substance abuse challenges, physical developmental or intellectual disabilities. Our services are meant to engage, educate and empower youth and families in order to maintain youth in their homes, schools and communities and out of the juvenile justice system. We additionally have Behavioral Health Home services available for eligible youth with chronic medical conditions. ***Review our Frequently Asked Questions: General for a more in-depth overview of Capitol County Children's Collaborative.***

Contact our Educational Liaison, Danielle Eveland, at 609 584 0888 x136 or [develand@capitolkids.org](mailto:develand@capitolkids.org) to arrange for a presentation on CMO services for your district's school nurses, Child Study Teams, Student Assistance Counselors, Guidance Counselor, Principals and/or teachers. We are additionally available to participate in/set up a table at your school wellness fairs and back to school nights and present at upcoming PTA meetings.

## How do I connect families to CMO services?

There are two ways for school districts to help connect youth/families to CMO services.

1. **Independently (or with assistance from school personnel) a family can call PerformCare at (877) 652-7624 to begin the referral process. PerformCare is the contracted administrator for the NJ Children's System of Care.**
  - > A PerformCare Care Coordinator will ask basic questions to help determine youth's needs. Provide as much information as possible about youth's challenges.
  - > The Care Coordinator may contact a licensed Clinician to complete a **Needs Assessment or Bio-Psycho Social (BPS)** to determine if youth needs more intensive support such as community-based care management services for your child. (If youth requires immediate assistance to de-escalate challenging behaviors, the Care Coordinator may dispatch Children's Mobile Response and Stabilization Services.)
  - > If your child has need for intensive wraparound care and support services and can benefit from a dedicated family and community team, you will then be referred to Bergen's Promise.
2. If youth/family is in agreement, the **Clinical Summary Template** can be completed by a licensed clinician and faxed to PerformCare to assist in the determination of an appropriate intensity of service in the management of a

youth's emotional and behavioral needs.

>the Clinical Summary Template must be completed or undersigned by a licensed clinician (i.e. LCSW, LPC, MD, Ph.D., Psy.D) who is currently providing or supervising treatment services to the youth and is informed about the youth's current strengths and needs.

>All fields are mandatory and must be typed

>Upon completion, fax to PerformCare at (877) 736-9166

### **Why should school personnel be involved in a youth's Child Family Team if they are not having behavioral or academic challenges within the school setting?**

Schools are invaluable members of the CFT regardless of whether or not a student has an Individualized Education Plan or 504 Plan, and whether or not they demonstrate behavioral or academic concerns. If a student receives specialized services through the school such as physical, occupational, speech therapy, these can be replicated and utilized within the home. If the student is thriving and successful in the school environment, the Child Family Team members should share those techniques and strategies to replicate them in the home.

### **What can we expect when a family in our school district is referred to Capitol County Children's Collaborative?**

#### **Engagement, Education and Empowerment**

Upon Capitol County Children's Collaborative receiving a referral from PerformCare, CCCC will conduct an initial meeting with a family within 72 hours, pending the family's availability and preferences. The Care Manager will obtain permission from the family to include a school representative(s) in the Child Family Team.

With the youth/family's permission, our Care Managers will reach out to the designated school representative (s) to obtain information and receive updates on youth's behaviors, progress and continued needs within the school environment. Care Managers will invite school personnel to attend Child Family Team meetings and to be a member of the team. Following the initial 30 Day CFT meeting, the CFT meetings typically occur every 60-90 days and are held at a time convenient to the majority of CFT members. If the school representative cannot attend, they will be asked to provide an email update regarding the needs, strategies, goals and schedule of the student related to school behavior and academics. This update will be shared during the scheduled CFT meeting. The Care Manager will also schedule a follow up call with the school representative to review what was discussed at the CFT. Regular communication is key to the CFT process and the sustainable success of the student.

The Care Manager will ensure that the education expectations of the school district, parent/caregiver, and Capitol County Children's Collaborative are aligned with the student's education plan. The Care Manager, or Educational Liaison, will request copies

of the student's current Individualized Education Plan, report cards, 504 plan, attendance records and behavior plan(s) to assist with the treatment planning process.

**What can our school nurse expect if a student is enrolled in Behavioral Health Home (BHH)?**

Upon enrollment, a member of the BHH team will contact the school nurse to establish a collaborative relationship. Health and wellness needs that arise in school can be brought to the attention of the BHH staff for discussion with the youth, family and Child Family Team as needed. Additionally, BHH staff will ask the school nurse to measure the student's height, weight and blood pressure at least quarterly and share this information with the BHH staff member. Collection of this information is a requirement of the BHH program, but it also encourages students to become familiar with their school nurse as an ongoing health and wellness resource. If appropriate, BHH staff may work with the school nurse or other school staff to arrange in-school meetings with the student.

**Will Care Managers visit with youth in school?**

Although most of our work is conducted within the family's home, Care Managers may call and schedule time to meet with youth in the schools to assist with building rapport and allowing for youth to have one on one time with their Care Manager. Additionally, Care Managers will often accompany youth and families to school meetings to provide support to the family.

**What can we expect if a student is recommended for Out of Home (OHH) residential treatment?**

Our goal is to maintain youth in their homes, schools and communities, however, some students may require a higher level of therapeutic treatment in a residential setting. Out of Home treatment is an intervention that is utilized when all community-based services have been exhausted. If a youth is recommended for OOH residential treatment the home school district will receive a Notification of OOH Plan letter. This letter serves as a notification that the youth will be entering into OOH treatment in the near future and that CCCC will request a Letter of Intent upon admission into an appropriate program and determining what school/district youth will receive his/her education while in treatment.