

Progress Monitoring for Individuals Receiving Intensive Behavioral Health Services (IBHS)

Per IBHS regulations, progress monitoring should take place at least every 90 days. All IBHS providers are expected to develop capacity to conduct clinically meaningful and data-based reviews of progress through internal committees, such as peer reviews or case reviews. CBH encourages providers to use this as a means of enhancing case conceptualization and clinical skills of IBHS staff while ensuring appropriate supervision, oversight, and documentation of progress—or lack thereof—in accordance with IBHS regulations.

Participation in progress monitoring reviews may vary across providers and may include assigned IBHS staff, case managers, supervisors/directors, psychologists, or psychiatrists. External participation by other treatment professionals, education, or cross-systems partners may also be appropriate. Lastly, the individual receiving services and/or their family or designees may also be incorporated into reviews as clinically indicated and appropriate.

Most progress monitoring will be completed within IBHS provider agencies and will not need to involve CBH participation. However, CBH Clinical Care Management staff will participate in progress monitoring reviews for youth who meet the following criteria:

- Long lengths of stay, especially in the absence of clinical progress or evidence of service titration
- Children at-risk of, or who have accessed, crisis services in the last 30 days (e.g., presentation to the CRC or continued need for 1:1 in STS)
- High service utilization in the absence of meaningful clinical progress

Outcomes of progress monitoring reviews may include ITP updates, referral to another level of care, resource or cross-systems linkage, inter-agency care coordination, and/or discharge planning.

Progress Monitoring Reviews Attended by CBH Staff

The attached Progress Monitoring Form Template will be required to be submitted to CBH at least three days in advance for all meetings in which CBH staff will participate. Providers are encouraged and may elect to use this same template for documentation of all progress monitoring, but it is not required. Providers who choose to create their own forms for progress

monitoring shall do so in compliance with IBHS regulations. Forms may be completed in clearly legible hand-writing, within word processing platforms, or integrated into provider's Electronic Health Records (EHRs). However, CBH reserves the right to alter, edit, or amend this Progress Monitoring Form Template at any future point.

Progress Monitoring to Support Continued Stay

The attached Progress Monitoring Form Template will also be required to be submitted to CBH with all requests for continued stay/treatment under IBHS. Specifically, this Progress Monitoring Form will be the primary document used by providers to support all re-authorization of IBHS, along with an updated Written Order via Part B of the Written Order Letter for Assessment, Stabilization, and Treatment Initiation (see Provider Bulletin 19-24).

Please submit questions about this Bulletin to your Provider Relations Representative.