

PerformCARE [®]		Policy and Procedure
Name of Policy:	Family Based Mental Health Services (FBMHS) and use of Family Support Services (FSS)	
Policy Number:	CM-CAS-041	
Contracts:	☒ All counties ☐ Capital Area ☐ Franklin / Fulton	
Primary Stakeholder:	Clinical Care Management	
Related Stakeholder(s):	None	
Applies to:	Providers	
Original Effective Date:	01/01/06	
Last Revision Date:	07/28/23	
Last Review Date:	05/28/25	
OMHSAS Approval Date:	N/A	
Next Review Date:	05/01/26	

Policy: Family support is a constellation of formal and informal services and tangible goods that are identified and requested by families and their interagency treatment team. Needs vary from family to family and these services are tailored to enable a family to care for and live with a child or adolescent who has a serious emotional, behavioral, or mental disorder. These services include, but are not limited to, respite and childcare, transportation, psycho-educational materials, YMCA memberships, recreational programs, food, furniture, clothing, utilities, camps, and emergency assistance. FBMHS programs must continue to connect and utilize natural and community resources and help families develop linkages in the community that will exist after FBMHS is discharged.

Purpose: To ensure that the use of Family Support Services (FSS) are consistent across the network.

Definitions: None

Acronyms: **FBMHS:** Family Based Mental Health Services
FSS: Family support services

Procedure:

1. FSS are available to every family involved with FBMHS.
2. All FBMHS providers must have a policy and procedure that outlines the use and mechanism for families to request FSS funds.

3. FSS must coincide with the Family's mental health treatment needs and all FSS will be reflected in the Family's treatment plan.
4. All purchases will be reflected in the FSS budget. Each expenditure will be documented in the Member's record and documented within the fiscal year report of the FBMHS program.
5. Data regarding expenditures must be available to BH-MCO. The FSS expenditures must be reportable by Member, by county program, and within the fiscal time period requested.
6. Information about FSS and how Families can access resources must be included in each Family Based information packet and given out to Families at the FBMHS intake meeting.

Related Policies: *CM-CAS-040 Discharge Planning from FBMHS*
CM-CAS-044 Procedure to Request Additional Service Units During an Authorization Period and Extension Requests for Family Based Mental Health Services (FBMHS)
CM-CAS-051 Procedure for Prior Authorization for Family Based Mental Health Services (FBMHS)

Related Reports: None

**Source Documents
and References:** None

**Superseded Policies
and/or Procedures:** None

Attachments: None

Approved by:



Primary Stakeholder