

**State Policy Submission Form
Mock State
Department of Youth and Family Services**

Item 1: Timeliness of Initiating Investigations of Reports of Child Maltreatment

Summary of State Policy Requirements	Location of Related Information in Case File
<p>Requirements for Initiation</p> <ul style="list-style-type: none"> • Priority 1 reports are initiated within 24 hours of receipt of the report. • Priority 2 reports are initiated within 72 hours of receipt of the report. • Initiation is defined as face-to-face contact with the alleged child victim(s). 	<p>Hotline reports Caseworker narratives</p>

Item 17: Physical Health of the Child

Summary of State Policy Requirements	Location of Related Information in Case File
<p>Each child in foster care is assigned a primary care physician (PCP) within 30 days of coming into care. To the extent practical, the caseworker ensures continuity of care by maintaining the PCP caring for the child prior to entering foster care and in the event of change of placements. Management of any prescription medication, including psychotropic medication, is coordinated through the child's PCP.</p> <p>Each child in foster care completes a physical examination within 30 days of entry into foster care unless the child's most recent physical was within the last 60 days. Children in foster care follow the Medicaid Early and Periodic Screening, Diagnosis and Treatment (EPSDT) schedule. This child health program in Medicaid helps children with physical, mental, and developmental health needs.</p> <p>The caseworker maintains a record of any medication required to treat chronic conditions, for example, asthma, diabetes, etc. The caseworker encourages the PCP to use electronic medical records where they are available.</p> <p>Each child in foster care completes a dental examination within 90 days of entering care unless the child's last dental examination was completed within 90 days. Children in foster care have dental examinations annually and 6-month cleanings.</p>	<p>Case file</p>

Item 18: Mental/Behavioral Health of the Child

Summary of State Policy Requirements	Location of Related Information in Case File
<p>Each child in foster care participates in a mental/behavioral screening within 30 days of coming into care to identify need for services.</p>	<p>Case file</p>

Summary of State Policy Requirements	Location of Related Information in Case File
<p>Consent for Use of Psychotropic Medication and Medication Management</p> <p>Mock State Department of Youth and Family Services contracts with Town Center Psychiatric Associates for review, consultation, and consent for the use of psychotropic medication for children in foster care. Consultations are conducted by a panel of psychiatrists and/or pediatricians. At a minimum, the panel must include two physicians. Consultations occur as follows:</p> <ul style="list-style-type: none"> • Urgent requests are reviewed within 24 hours of the request. • Medications used in an emergency situation are reviewed within 24 hours. • Non-urgent requests are reviewed within 48 hours. <p>The case worker completes the <i>Psychotropic Medication Consent Tracking Form</i> to request a consultation and submits it electronically to the panel. The panel schedules the consultation within the required timeframes. The caseworker and/or supervisor must attend the consultation along with the prescribing doctor and primary doctor or qualified representative from their respective offices. The child, if over the age of 12, is invited to attend. The child's caretakers and parents are invited to attend.</p> <p>Consultation must include a review of the following:</p> <ul style="list-style-type: none"> • Clinical presentation, including diagnosis, symptoms, severity, and duration • Alternatives attempted and/or considered and ruled out • Family history • Physical health of the child to include how medication may impact any existing conditions • Risks, including adverse reactions and side effects • Medication and dosage; if medication and/or dosage are outside of formulary, include rationale for not following • Descriptions of any discussions with child and whether the child consents • Description of how medications will be administered and managed • Projected length of time medication will be used and prognosis <p>Children 16 years of age and older must consent to use of medication except under emergency situations as defined by state statute, Mock State Mental Health Code, Section 36-1-1 et seq. MSSA 1970.</p> <p>The panel documents the results of the consultation on the <i>Psychotropic Medication Consent Tracking Form</i> and returns it to caseworker for inclusion in the child's case record.</p> <p>The caseworker notifies the panel of any changes, including discontinuation of medication and/or addition of medication(s). The panel reviews and may elect to schedule an additional consultation.</p>	