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## San Francisco Department of Public Health Behavioral Health Services



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SAN FRANCISCO DEPARTMENT OF PUBLIC HEALTH

### **Title: Presumptive Transfer and Out of County Service Request Procedures**

**Created By: Farahnaz Farahmand, CYF Director**

**Date Issued: February 26, 2024**

**Date Revised:**

**Purpose:** To provide clarity on presumptive transfer referrals of Specialty Mental Health Services for children and youth involved in foster care to the Foster Care Mental Health Team for the purpose of managing and monitoring out of county service requests and payment.

**Background:** To provide children and youth involved in foster care who are placed outside their counties of original jurisdiction timely access to SMHS, consistent with their individual strengths and needs, and Early and Periodic Screening Diagnostic and Treatment requirements. Assembly Bill 1299 was enacted to establish presumptive transfer. Presumptive transfer means a prompt transfer of the responsibility for the provision of or arranging and payment for SMHS from the county of original jurisdiction to the county in which the foster child resides. Discussions regarding presumptive transfer should occur with the child and their parent, with the Child and Family Team (CFT) members, and in consultation with other professionals who serve the child or youth, as appropriate.

Source: MHSUDS IN Nos., 17-032, 18-027, and BHIN 19-041; Assembly Bill 1299

BHS has a protocol for out of county youth referrals and has established a Foster Care Mental Health (FCMH) clinic that monitors and tracks out of county referrals and presumptive transfer requests.

### **Requirements for Presumptive Transfer**

As of July 1, 2017, for all youth placed outside of San Francisco County, the responsibility for Specialty Mental Health Services (SMHS) will transfer to the Mental Health Plan (MHP) in the youth's county of residence, unless any exceptions apply that would necessitate the waiving of presumptive transfer.

A waiver processed based on an exception to presumptive transfer shall be contingent upon the MHP in the county of original jurisdiction demonstrating an existing contract with a SMHS provider, or the ability to enter a contract within 30 days of the waiver decision, and the ability to deliver timely SMHS directly to the child or youth.

The provisions of SB 785, including its Service Authorization Request (SAR) provisions, are no longer necessary or required for foster children or youth under the conditions of presumptive transfer, or under a waiver of presumptive transfer. **However, for children and youth who receive assistance under Kin-GAP and AAP, the county of original jurisdiction continues to retain responsibility for authorizing and reauthorizing SMHS.**

### **Procedures:**

The Foster Care Mental Health (FCMH) Intake Team manages and coordinates all SMHS referrals and requests for San Francisco County dependent youth who are placed in other counties, as well as for those dependents



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who reside in San Francisco County but whose dependency is held by another county.

### SF Children and Youth Placed Outside of SF County

The responsibility for SMHS for child and youth dependents placed outside of San Francisco County, will typically transfer to the new county of residence. *For children and youth who were already receiving SMHS in SF County*, the FCMH Intake Team will ensure the following steps are completed:

- The Protective Social Worker (PSW) contacts the new county of residence that will be responsible for the dependent's mental health services to coordinate SMHS.
- To ensure coordinated care, the FCMH Intake Team will provide the new service provider with any required documentation and current assessment as expeditiously as possible.
- Notify the Department of Public Health Billing Department regarding the transfer.

### SF Youth in Adoptive and Kin-Gap Homes Placed Outside San Francisco County

The FCMH Intake Team will manage referrals for children and youth in adoptive and Kin-Gap homes placed outside San Francisco County. In these situations, the responsibility for SMHS remains with SF County. The FCMH Intake Team will complete the following steps:

- Review the Service Authorization Request (SAR) from the County of Residence
- Complete and authorize the Service Authorization Request as expeditiously as possible, not to exceed **3 days**.
- Provide ongoing review of SARs by the County of Residence and subsequent reauthorizations or denials within **3-days** or receipt of the request.

### Presumptive Transfer Waiver

There may be some situations where the presumptive transfer is waived. In these cases, the youth is placed outside of SF County, but the responsibility for SMHS remains with San Francisco (see reasons for exceptions above). In these situations, the FCMH Intake Team will ensure the following steps are completed:

- Confirm that San Francisco County MHP and FCMH retain responsibility for dependent's mental health needs, as expeditiously as possible. Include current mental health services status in the communication via email.
- Communicate the above to Protective Service Worker and FMCH Team supervisor as expeditiously as possible.
- Provide ongoing support and monitoring for current service provider regarding status of the waiver
- Communicate with the DPH Billing Department to ensure ongoing and timely payment for claims and coordination with the service provider and county of residence.

### Children and Youth Placed in San Francisco County

The FCMH will manage referrals for children and youth placed in San Francisco County from another county of origin. In these situations, the responsibility for SMHS is transferred to SF County. The FCMH Intake Team will complete the following steps:

- Receive and gather information regarding the Presumptive Transfer Decision Notice.
- Notify FCMH team (Team supervisor and Case manager) regarding the new referral.
- Communicate with Protective Service Worker in the county of origin that FCMH is responsible for the



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dependent's mental health services as expeditiously as possible.

- Complete the Intake and assign accordingly.

### SF Youth in Adoptive and Kin-Gap Homes Placed in San Francisco County

The FCMH Intake Team will manage referrals for children and youth in adoptive and Kin-Gap homes placed in San Francisco County. In these situations, the responsibility for SMHS remains with county of origin. The FCMH Intake Team will complete the following steps:

- FCMH will submit a SAR to the county of origin requesting approval for SMHS as expeditiously as possible.
- FMCH will complete all required paperwork and assign to a provider accordingly.

Sincerely,

A handwritten signature in black ink, appearing to read "Farahnaz".

Farahnaz Farahmand, Ph.D.

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