



POLICY AND PROCEDURE NOTICE: PPPN-045 MENTAL HEALTH SERVICES

Summary and Purpose of PPN: To guide the administration of the Ryan White Part A Program to provide a standard Priority Service definition and requirements.

Authority:

- HIV/AIDS Bureau, Division of Metropolitan HIV/AIDS Programs National Monitoring Standards for Ryan White Part A Grantees: Program – Part A
<https://hab.hrsa.gov/sites/default/files/hab/Global/programmonitoringparta.pdf>
- HAB PCN #16-02 Ryan White HIV/AIDS Program Services: Eligible Individuals & Allowable Uses of Funds
https://hab.hrsa.gov/sites/default/files/hab/program-grants-management/ServiceCategoryPCN_16-02Final.pdf
- Policy Clarification Notice 16-02: Eligible Individuals and Allowable Uses of Funds Frequently Asked Questions
https://hab.hrsa.gov/sites/default/files/hab/Global/faq_service_definitions_pcn_final.pdf
- HIV/AIDS Bureau, Division of Metropolitan HIV/AIDS Programs & Division of State HIV/AIDS Programs National Monitoring Standards for Ryan White Part A and Part B Grantees: Universal – Part A and B (Covers Both Fiscal and Program Requirements)
<http://hab.hrsa.gov/manageyourgrant/files/universalmonitoringpartab.pdf>

Background:

Atlanta EMA Quality Management Standards

The purpose of the Ryan White Part A quality management standards and measures is to ensure that a uniformity of service exists in the Atlanta Eligible Metropolitan Area (EMA) such that the consumers of a service receive the same quality of service regardless of where the service is rendered. These standards set forth the minimal acceptable levels of quality in service delivery and to provide measurement of the effectiveness of services. EMA Standards of Care may be found on the Ryan White Part A website at www.ryanwhiteatl.org.

Also see PPPN-038 Compliance with Standards.

Service Definition

Psychological and psychiatric treatment and counseling services to individuals with a diagnosed mental illness, conducted in a group or individual setting, based on a detailed treatment plan, and provided by a mental-health professional licensed or authorized within the State to provide such services. This typically includes psychiatrists, psychologists, and licensed clinical social workers. Treatment plan includes the diagnosed mental illness or condition, treatment modality (group or individual), start date, recommended number of sessions, date for reassessment, projected treatment end date, any recommendations for follow-up, and the signature of the mental health professional rendering the service.

Policy and Procedure:

1. Subrecipient is expected to maintain documentation of the following which shall be made available to the recipient and HRSA upon request and during Ryan White Part A site visits:
 - Documentation of appropriate and valid licensure and certification of mental health professionals as required by the State
 - Documentation of the existence of a detailed treatment plan for each eligible client that includes:
 - The diagnosed mental illness or condition
 - The treatment modality (group or individual)
 - Start date for mental health services
 - Recommended number of sessions
 - Date for reassessment
 - Projected treatment end date
 - Any recommendations for follow up
 - The signature of the mental health professional rendering service
 - Services rendered are consistent with the treatment plan

Unit of Service Definition

Psychotropic	The prescription and management of psychiatric	Session	A,B,C
Subservice Name	Definition	Unit	Funding Sources
Family Mental Health Counseling	Provision of counseling services by a licensed mental health provider to clients and their families/social networks of mutual support.	Session	A,B,C
Group Mental Health Counseling	Provision of psychotherapeutic group sessions by a licensed mental health provider.	Session	A,B
Individual Mental Health Counseling	Provision of counseling services by a licensed mental health provider to address a psychological diagnosis and/or individual concerns in living.	Session	A,B,C

Mental Health Intake/Re- enrollment	Includes education components of intake for new or re-enrolling clients into mental health services once they are determined eligible. Clients must be re-screened for eligibility if they have not been seen in 6 months.	Session	A
Mental Health Assessment	Mental health assessment by licensed mental health provider to assess psychological difficulties, and develop a clinical/diagnostic formulation. Includes a review of bio-psycho-social history, mental health history (including hospitalizations), medication history; and appropriate referrals.	Assessment	A
Mental Health Intake/Assessment	Initial mental health evaluations conducted by a licensed mental health provider to assess psychological difficulties, develop a clinical/diagnostic formulation, and create an initial mental health services treatment plan. Includes a review of bio-psycho-social history, mental health history (including hospitalizations), medication history; and appropriate referrals.	Session	A,B,C
Psychiatric Consultation	Consultation with a licensed clinical mental health provider to assist in guiding clinical	Session	A,C
Psychological Testing	The use of standardized instruments for formal evaluation of personality and abilities, Psycho-diagnosis, and/or assessment of neuropsychological functioning. Must be performed by licensed mental health provider.	Session	A
Psychotropic Medication Management	The prescription and management of psychiatric medications for treatment of psychiatric disorders. Must be performed by a licensed clinical mental health provider.	Session	A,B,C
Initial Mental Health Treatment Plan	Creation of an initial mental health services treatment plan. Including setting treatment goals conducted by a licensed mental health provider.	Session	A
Update Mental Health Treatment Plan	Evaluation and revision of mental health treatment plan including a reviewing progress and updating treatment goals conducted by a licensed mental health provider.	Session	A,B,C

Approved: June 2016

Reviewed: December 2020