

THE COUNSELING SOURCE, INC.

POLICY AND PROCEDURE

TITLE: Pharmacotherapy - Individual Service Plan (ISP) Process

PURPOSE: To ensure coordination of services for children receiving psychiatric and pharmacological management services with the physician and behavioral health counseling with a counselor.

POLICY: The ISP for each child receiving pharmacological management services will be reviewed and incorporated into the existing plan or a pharmacological management ISP (SOQIC) form will be developed to ensure integration of services.

PROCEDURE:

1. After a client is seen for the Initial Psychiatric Interview by the psychiatrist, the treating clinician will review the evaluation, in conjunction with the current DAF (or Update) and the current ISP, to determine if Pharmacological Management services can be added to the current ISP goal. If pharmacological services cannot be added to the current ISP goal, an additional ISP goal must be instituted.
2. If the client is not being seen for behavior health counseling, a new pharmacological management SOQIC form will be instituted.
3. If the current ISP goal incorporates the services the psychiatrist is providing, an ISP Revision form will be completed to add the services/frequency of Pharmacological Management services. The ending date of the ISP will be consistent with the original ISP.
4. If the current ISP goal DOES NOT incorporate the services of the psychiatrist, an ISP Revision form will be completed to add a Pharmacological Management goal. The ending date of the ISP will be consistent with the original ISP.
5. In both situations as outlined above, the responsibilities are as follows:
 - A. The treating clinician will make the above determinations and provide written ISPs to the psychiatrist on the occasion of his first session date with the client.
 - B. The psychiatrist will obtain the signatures of the client and the parent/guardian on the initial ISP revision.
 - C. At the next ISP due date, the clinician will write an ISP/goal which will incorporate the services provided by the psychiatrist. This way, the due dates will always be consistent.

REFERENCED STANDARDS AND REGULATIONS:

Ohio Department of Mental Health Administrative Code 5122
CARF Behavioral Health Standards Manual

EFFECTIVE DATE: 12/1/04

REVIEWED: February 2018