

Attachment C

Interagency Performance Standards and Practice Guidelines (IPSPG)

(Effective July 1, 2006)

(The IPSPG document is available on the Department of Health,
CAMHD website under Guiding Documents at

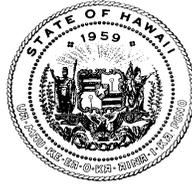
[http://www.hawaii.gov/health/mental-
health/camhd/resources/index.html](http://www.hawaii.gov/health/mental-health/camhd/resources/index.html)

Clarification updates to the IPSPG (issued after July 1, 2006 are
added here to this Attachment)

Clarification Letters for Interagency Performance Standards and Practice Guidelines (IPSPG)

1. On-Call Coverage – Therapeutic Group Home (March 15, 2007)
2. Supervision of Overnight Personnel (March 15, 2007)
3. Supervision Ratios (March 15, 2007)
4. Supervising Mental Health Personnel (March 15, 2007)
5. On-Call Coverage for Therapeutic Group Home (March 22, 2007)

LINDA LINGLE
GOVERNOR OF HAWAII



CHIYOME L. FUKINO, M.D.
DIRECTOR OF HEALTH

STATE OF HAWAII
DEPARTMENT OF HEALTH
CHILD & ADOLESCENT MENTAL HEALTH DIVISION
3627 KILAUEA AVENUE, ROOM 101
HONOLULU, HAWAII 96816
March 15, 2007

In reply, please refer to:
A7325

TO: All Contracted Agencies

FROM: John O. Viesselman, M.D.
CAMHD Medical Director

SUBJECT: **On-Call Coverage for Community-based Residential Levels II and III**

CAMHD is issuing this clarification to the Interagency Performance Standards and Practice Guidelines (IPSPG) staffing requirements for Community-based Residential (CBR) Levels II and III. CAMHD will waive the IPSPG staffing requirement, of a licensed psychiatrist or psychologist providing on-call coverage 24-hours per day, seven (7) days a week.

CAMHD will set the following as the new staffing requirement for on-call coverage in CBR levels II and III. The program is required to have licensed psychiatrist or psychologist coverage from 8:00 am to 10:30 pm only. The overnight on-call coverage hours must be provided by a QMHP, but not limited to a licensed psychiatrist or psychologist. This does not exempt the requirement to have any orders for seclusion or restrain issued by a qualified physician and/or licensed psychiatrist as applicable.

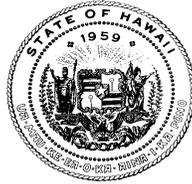
We appreciate your compliance with this clarification. Should you have any questions, please call me at 733-9230 or e-mail me at joviesse@camhmis.health.state.hi.us.

LPP:df

cc: EMT
Practice Development Supervisor

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March 15, 2007

In reply, please refer to:
A7325

TO: All Contracted Agencies

FROM: John O. Viesselman, M.D.
CAMHD Medical Director

SUBJECT: **Supervision of Overnight Staff**

CAMHD is issuing this clarification to the Interagency Performance Standards and Practice Guidelines (IPSPG) supervision standards for Paraprofessionals in Hospital Based Residential, Community-based Residential Levels I, II and III, Group Homes, and Independent Living Programs. CAMHD will waive the supervision standards on page 20, “Paraprofessionals must receive at least four (4) hours of supervision a month from a QMHP or a MHP who is supervised by a QMHP.”

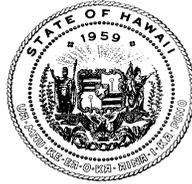
CAMHD will set the following as the new supervision requirement for Paraprofessional staff on overnight shifts as one (1) hour of individual supervision and one (1) hour of group supervision, with more supervision as needed or indicated by performance.

We appreciate your compliance with this clarification. Should you have any questions, please call me at 733-9230 or e-mail me at joviesse@camhmis.health.state.hi.us.

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March 15, 2007

In reply, please refer to:
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TO: All Contracted Agencies

FROM: John O. Viesselman, M.D.
CAMHD Medical Director

SUBJECT: **Supervision Ratios**

CAMHD is issuing this clarification to the Interagency Performance Standards and Practice Guidelines (IPSPG) supervision ratios. According to the IPSPG, page 20, "A QMHP shall supervise the equivalent of no more than seven (7)* full-time MHP's or paraprofessionals." CAMHD will waive this requirement and set the new requirement, as a **QMHP shall supervise the equivalent of no more than ten (10) full-time MHP's or paraprofessionals.**

CAMHD will waive the IPSPG standard on page 20, "An MHP shall supervise the equivalent of no more than seven (7)* full time paraprofessionals." CAMHD will set the new requirement, as an **MHP shall supervise the equivalent of no more than ten (10) full time paraprofessionals.**

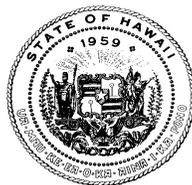
The last supervision ratio clarification concerns Foster Parents only. Foster Parents are Paraprofessionals by CAMHD standards and are held to the same standards as other Paraprofessional concerning supervision ratios. CAMHD will waive IPSPG standard on page 20, "An QMHP or MHP shall supervise the equivalent of no more than seven (7)* full-time paraprofessionals." CAMHD will set the new requirement as a **QMHP or MHP may supervise the equivalent of no more than fourteen (14) Foster Parents.**

We appreciate your compliance with this clarification. Should you have any questions, please call me at 733-9230 or e-mail me at joviesse@camhmis.health.state.hi.us.

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cc: EMT
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* Reflects RFP amendment on February 2, 2006 changing supervision maximum load from six to seven.

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In reply, please refer to:
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March 15, 2007

TO: All Contracted Agencies

FROM: John O. Viesselman, M.D.
CAMHD Medical Director

SUBJECT: **Supervising Mental Health Professional**

CAMHD is issuing this clarification to the Interagency Performance Standards and Practice Guidelines (IPSPG) supervision and credentialing requirements. CAMHD will allow a credentialed Mental Health Professional (MHP) to apply for a Supervising MHP waiver that will allow the Supervising MHP to perform the supervision responsibilities of a Qualified Mental Health Professional (QMHP). The Supervising MHP cannot replace the program QMHP who oversees all clinical functions in the program.

An MHP who meets the following requirements may apply for a supervision waiver:

- Document 5 years experience in mental health treatment with children/adolescents (including practicum);
- Provide 3 written references from a QMHP level individual who can attest to the MHP's ability to supervise; and
- Documentation and description of the supervisory training received by the MHP through the agency's QMHP.

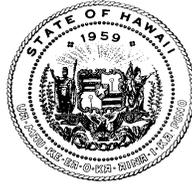
Submit documentation and cover letter to the CAMHD Medical Director via the Clinical Service Office. Once approved by CAMHD, the Supervising MHP must meet the QMHP supervision requirements on page 20 of the IPSPG, "A QMHP shall participate in peer reviews at least two (2) hours per month as evidenced by documentation in their supervision file."

We appreciate your compliance with this clarification. Should you have any questions, please call me at 733-9230 or e-mail me at joviesse@camhmis.health.state.hi.us.

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March 22, 2007

In reply, please refer to:
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TO: All Contracted Agencies

FROM: John O. Viesselman, M.D.
CAMHD Medical Director

SUBJECT: **On-Call Coverage for Therapeutic Group Home**

CAMHD is issuing this clarification to the Interagency Performance Standards and Practice Guidelines (IPSPG) staffing requirements for Therapeutic Group Home. CAMHD will waive the IPSPG staffing requirement, of a licensed psychiatrist or psychologist providing on-call coverage 24-hours per day, seven (7) days a week.

CAMHD will set the following as the new staffing requirement for on-call coverage in Therapeutic Group Home. The program is required to have licensed psychiatrist or psychologist coverage from 8:00 am to 10:30 pm only. The overnight on-call coverage hours must be provided by a QMHP, but not limited to a licensed psychiatrist or psychologist. This does not exempt the requirement to have any orders for seclusion or restrain issued by a qualified physician and/or licensed psychiatrist as applicable.

We appreciate your compliance with this clarification. Should you have any questions, please call me at 733-9230 or e-mail me at joviesse@camhmis.health.state.hi.us.

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