

# SHIAWASSEE COUNTY COMMUNITY MENTAL HEALTH AUTHORITY

## POLICY AND PROCEDURE MANUAL

Section: Clinical  
Policy Number: 3  
Subject: **Speech and Language Therapy,  
Occupational Therapy and Physical  
Therapy – Evaluations and Services**

Effective Date: 4/28/97  
Last Revision Date: 1/30/14  
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### **Policy**

It is the policy of Shiawassee County Community Mental Health Authority (SCCMHA) that persons who would benefit from Speech and Language Therapy, Occupational Therapy (OT), and/or Physical Therapy (PT) services as determined during the initial assessment, reassessments or Person Centered Planning process will receive an evaluation.

### **Purpose**

To ensure that Speech and Language Therapy, OT, and PT evaluations and services are provided when such evaluations and services are determined to be medically necessary.

To ensure the application of standard process for referring and obtaining Speech and Language Therapy, OT, and PT evaluations and services.

To ensure appropriate utilization management of specialized services.

### **Application**

This policy applies to certified Speech and Language Therapists, licensed OT and PT, persons conducting initial assessments, and client services managers.

### **Standards**

1. All persons will be screened during the initial assessment or reassessment and Person Centered Planning process to determine if they meet the established criteria for any of these services.
2. Those identified as needing Speech and Language Therapy, OT, or PT services will be evaluated by a qualified professional within their scope of practice, state licensure laws, and applicable third party payer requirements.

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3. Coordination of care will occur for those also receiving Speech and Language Therapy, OT, or PT from an external provider (i.e. SRESO).
4. Speech and Language Therapy, OT, or PT needs will be investigated if individuals in treatment experiences significant changes in their conditions and/or diagnoses at any time during the course of treatment.
5. Consumers receiving Speech and Language Therapy, OT, or PT services from the agency on a regular basis will have their needs reassessed at least annually.
6. Information collected during the assessment will be analyzed to select an approach to meeting the consumer's care needs.

Approved by: Jay Welch 1  
Board Chairperson

9-15-2014  
Date

[Signature]  
Chief Executive Officer

9.15.14  
Date

