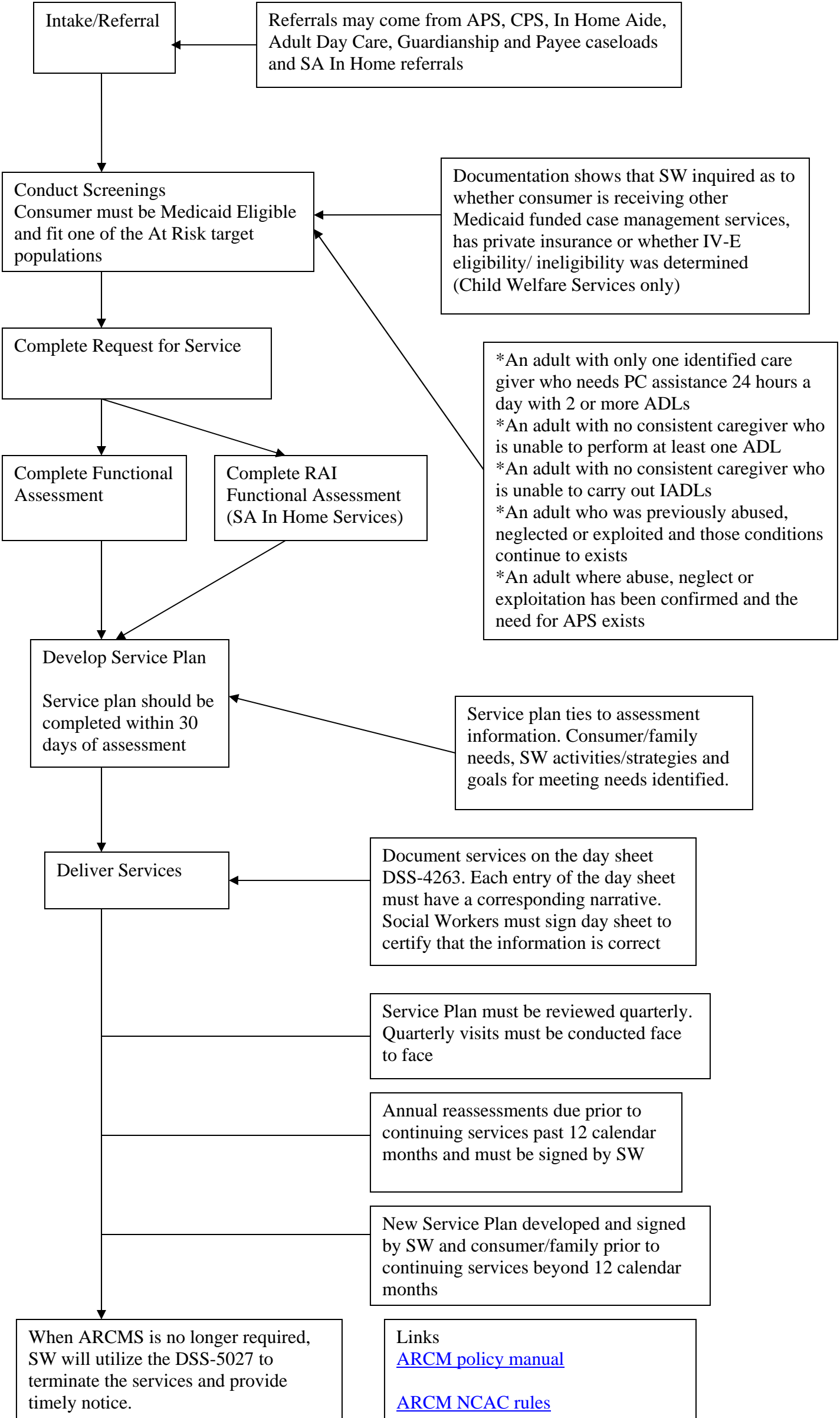


**AT RISK CASE MANAGEMENT SERVICES
(Adult Services) provided by
County Departments of Social Services**



**AT RISK CASE MANAGEMENT SERVICES
(Adult Services) provided by
County Departments of Social Services**

Intake/Referral

Referrals may come from APS, CPS, In Home Aide, Adult Day Care, Guardianship and Payee caseloads and SA In Home referrals

Conduct Screenings
Consumer must be Medicaid Eligible and fit one of the At Risk target populations

Documentation shows that SW inquired as to whether consumer is receiving other Medicaid funded case management services, has private insurance or whether IV-E eligibility/ ineligibility was determined (Child Welfare Services only)

Complete Request for Service

Complete Functional Assessment

Complete RAI Functional Assessment (SA In Home Services)

- *An adult with only one identified care giver who needs PC assistance 24 hours a day with 2 or more ADLs
- *An adult with no consistent caregiver who is unable to perform at least one ADL
- *An adult with no consistent caregiver who is unable to carry out IADLs
- *An adult who was previously abused, neglected or exploited and those conditions continue to exists
- *An adult where abuse, neglect or exploitation has been confirmed and the need for APS exists

Develop Service Plan
Service plan should be completed within 30 days of assessment

Service plan ties to assessment information. Consumer/family needs, SW activities/strategies and goals for meeting needs identified.

Deliver Services

Document services on the day sheet DSS-4263. Each entry of the day sheet must have a corresponding narrative. Social Workers must sign day sheet to certify that the information is correct

Service Plan must be reviewed quarterly. Quarterly visits must be conducted face to face

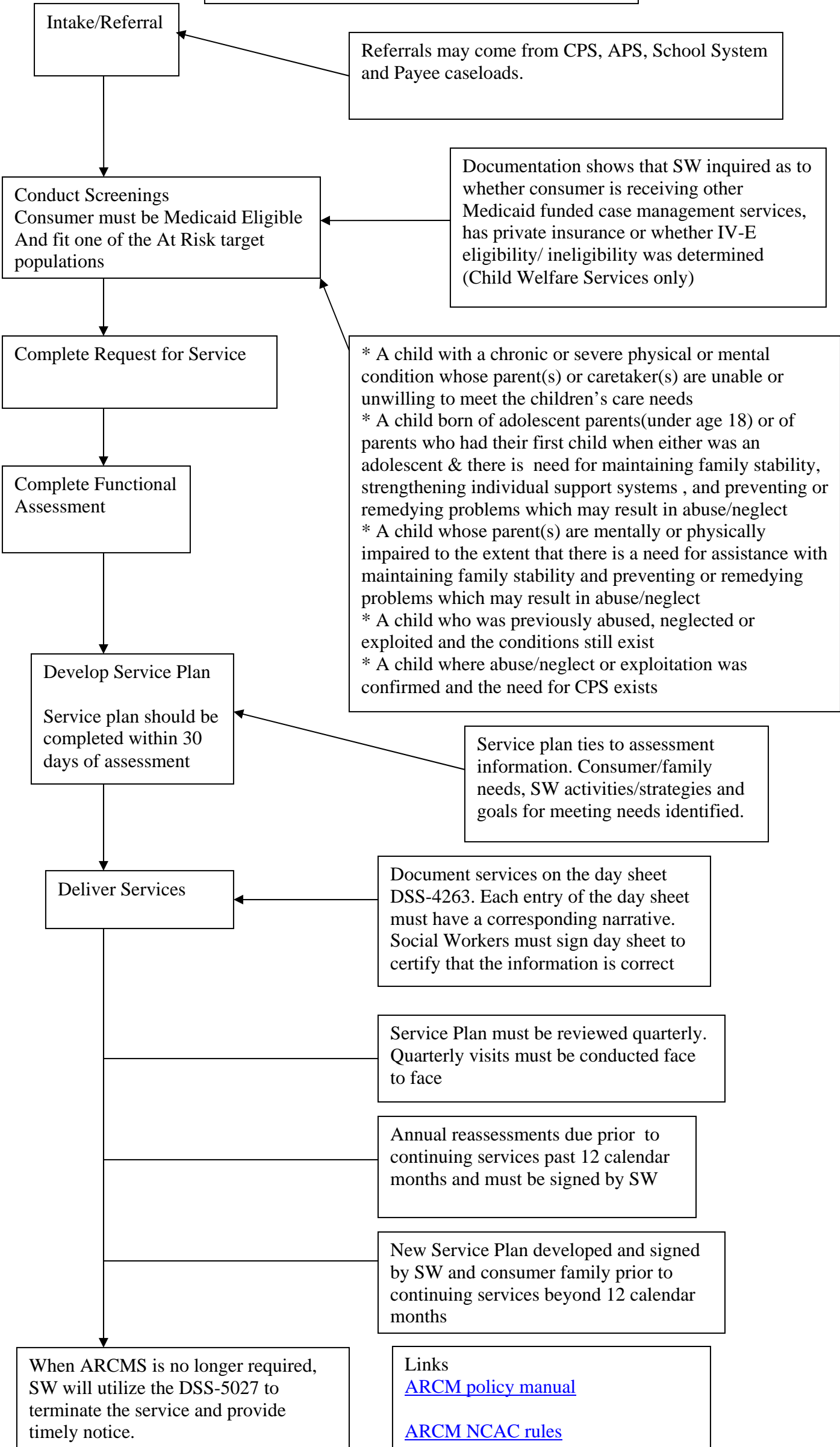
Annual reassessments due prior to continuing services past 12 calendar months and must be signed by SW

New Service Plan developed and signed by SW and consumer/family prior to continuing services beyond 12 calendar months

When ARCMS is no longer required, SW will utilize the DSS-5027 to terminate the services and provide timely notice.

Links
[ARCMS policy manual](#)
[ARCMS NCAC rules](#)

AT RISK CASE MANAGEMNET SERVICES
(Children Services) provided by
County Departments of Social Services



Intake/Referral

Referrals may come from CPS, APS, School System and Payee caseloads.

Conduct Screenings
Consumer must be Medicaid Eligible
And fit one of the At Risk target
populations

Documentation shows that SW inquired as to whether consumer is receiving other Medicaid funded case management services, has private insurance or whether IV-E eligibility/ ineligibility was determined (Child Welfare Services only)

Complete Request for Service

* A child with a chronic or severe physical or mental condition whose parent(s) or caretaker(s) are unable or unwilling to meet the children's care needs
* A child born of adolescent parents(under age 18) or of parents who had their first child when either was an adolescent & there is need for maintaining family stability, strengthening individual support systems , and preventing or remediying problems which may result in abuse/neglect
* A child whose parent(s) are mentally or physically impaired to the extent that there is a need for assistance with maintaining family stability and preventing or remediying problems which may result in abuse/neglect
* A child who was previously abused, neglected or exploited and the conditions still exist
* A child where abuse/neglect or exploitation was confirmed and the need for CPS exists

Complete Functional Assessment

Develop Service Plan
Service plan should be completed within 30 days of assessment

Service plan ties to assessment information. Consumer/family needs, SW activities/strategies and goals for meeting needs identified.

Deliver Services

Document services on the day sheet DSS-4263. Each entry of the day sheet must have a corresponding narrative. Social Workers must sign day sheet to certify that the information is correct

Service Plan must be reviewed quarterly. Quarterly visits must be conducted face to face

Annual reassessments due prior to continuing services past 12 calendar months and must be signed by SW

New Service Plan developed and signed by SW and consumer family prior to continuing services beyond 12 calendar months

When ARCMS is no longer required, SW will utilize the DSS-5027 to terminate the service and provide timely notice.

Links
[ARCM policy manual](#)
[ARCM NCAC rules](#)