

Introduction

Mental Health Plan (MHP) ICC / IHBS Client Plan

This document is intended as CalAIM guidance for documentation of care planning for mental health staff who are providing and documenting Intensive Care Coordination (ICC) and Intensive Home Based Services (IHBS).

All ICC and IHBS now require the creation of an **ICC/IHBS Client Plan** within the narrative of a progress note; staff providing ICC and IHBS will **no longer** document the plan of care within the Avatar Episodic Treatment Plan form. The ICC/IHBS Client Plan is resolved when the goals of the plan are achieved.

ICC and IHBS are provided in coordination with the Child Family Team (CFT) and their agreed upon **CFT action plan**. Providing ICC and IHBS should support the goals of the CFT Action Plan.

CalAIM implementation is dynamic; guidance regarding ICC/IHBS Client Plans will be updated if/when additional guidance is received.

NOTE: Treatment Plans guiding TBS and STRTP services will continue to be required until further notice.

Definitions

For detailed information regarding ICC, IHBS and CFTs, please review the [Medi-Cal Manual](#) for these services as they relate to Medi-Cal Beneficiaries.

Child and Family Team (CFT): A Child and Family Team is a group of individuals that includes the child or youth, family members, professionals, and natural community supports who are invested in supporting the child, youth, and family's success. The individuals on the team work together to identify each family's strengths and needs, and to develop a child, youth, and family-centered plan.

CFT action plan: The action plan created by the CFT that articulates specific strategies for achieving the child, youth, and/or family's goals to be achieved by addressing identified needs. No changes have been made to the CFT meeting or CFT Record.

Intensive Care Coordination (ICC): An intensive form of Targeted Case Management (TCM) that facilitates assessment, care planning and coordination of services for children and youth with intensive needs. ICC may be provided without IHBS services.

ICC is intended for children and youth who:

- Are involved in multiple child-serving systems
- Have more intensive needs, and/or
- Whose treatment requires cross agency collaboration.

Intensive Home Based Services (IHBS): Individualized, strength-based interventions designed to address behaviors and/or symptoms that interfere with a child / youth's functioning in the home and community. Interventions may also be provided to the caregivers or system of providers who support the youth. IHBS must be determined necessary by the CFT and documented in the CFT action plan. IHBS services require pre-authorization from the Mental Health Plan. When IHBS is provided, ICC is also provided as a means to guide service delivery.

The difference between IHBS and more traditional outpatient SMHS is that IHBS is to be provided with significant intensity to address the mental health needs of the child / youth. Services are predominantly delivered outside an office setting, in the natural environment of the child / youth.

ICC/IHBS Client Plan: A plan for the provision of medically necessary ICC and IHBS interventions to youth under the age of 21 who meet access criteria for Specialty Mental Health Services (SMHS), and also meet criteria for the intensive services of ICC and IHBS.

General ICC/IHBS Client Plan Guidance

ICC and IHBS require a Client Plan in the narrative of a progress note. The Client Plan will be based on information collected throughout the assessment and the CFT process and is revised as clinically indicated. Staff providing ICC and IHBS will **no longer** document the Plan within the Avatar Episodic Treatment Plan form.

When to document an ICC/IHBS Client Plan within a new progress note:

- ICC or IHBS/ICC are first initiated (subsequent ICC/IHBS notes do not require a Client Plan).
- The need / focus of ICC or IHBS/ICC changes, and/or new needs / problems are identified that indicate ICC or IHBS/ICC.

How to develop the ICC/IHBS Client Plan:

- Document the ICC/IHBS Client Plan in the narrative of an Avatar General Purpose Progress Note form; the Note Type to select is, "ICC/IHBS Client Plan"
- Include active participation of the person in care, family, and CFT.
- Base the ICC/IHBS Client Plan on the needs identified by the CFT that would benefit or be resolved by receiving ICC or IHBS/ICC.
- The signature of the person being served / client is **not** required
- The signature of an LPHA is **not** required

What to include in the Client Plan:

- Goals, treatment, service activities and assistance to address the objectives of the ICC/IHBS plan
 - State what will be achieved by ICC or IHBS / ICC (the goal)
 - A statement that ICC or IHBS / ICC will be provided and the purpose of the service(s)
- How the person in care, their family, and the CFT participated in the ICC/IHBS Client Plan development.

- Description of a transition plan that explains how ICC or IHBS / ICC will end when the person in care has achieved the goals of the ICC/IHBS Client Plan.

Service Codes

- The service code when the service is **solely creating** the ICC/IHBS Client Plan is Plan Development: M432 (used when **not** doing an ICC or IHBS service activity)
- If the Client Plan is created while providing ICC or IHBS, the service code used is that of the service being provided.

Resources

- MEDI-CAL MANUAL For Intensive Care Coordination (ICC), Intensive Home Based Services (IHBS), and Therapeutic Foster Care (TFC) Services for Medi-Cal Beneficiaries, Third Edition, January 2018: [HERE](#)
- CalMHSA Documentation Guides: [HERE](#)
- Santa Cruz County CalAIM Information Page: [HERE](#)
- DHCS Behavioral Health Information Notice 22-019: Documentation Requirements: [HERE](#)