Clinical Guidelines and Service Definitions

Staffing Meeting
El Paso County Only

**Funding Stream:**
This service is funded through Core Services. Staffing meetings are not available under Medicaid or other private insurance.

**Definition of Service:**
- **Service goals are centered on promoting child and family safety and family protective capacity.**
- This service may be provided telephonically or in-person, the caseworker must be present at these meetings for provider reimbursement.
- A staffing or other team meeting is held as requested by caseworker. These meetings may include but are not limited to client, provider, and family, as well as an invitation for participation to other relevant parties (i.e. attorney, GAL).
- Provider may recommend changes to currently authorized services. These services must be coordinated with and approved by the caseworker.

**Estimated Length of Treatment:**
Not applicable – Providers are reimbursed per meeting

**Frequency of Service:**
As requested by caseworker

**Provider Credentials:**
Licensed Master’s level clinician or higher, or unlicensed Master’s level clinician who has taken and passed a Colorado licensure test or a substance abuse counselor CAC II or higher.

**Provider Responsibilities:**
The Provider will participate in the strength-based staffing. Provider will make recommendations, and discuss a proposed treatment plan and the need for any additional services as appropriate.

After the staffing, the Provider will write a summary note, reflecting the process and outcome, from the staffing as required for Provider Portal billing support.

**Caseworker Responsibilities:**
Must initiate meetings and is responsible for inviting desired attendees. The meetings should be scheduled in advance, a minimum of 10 working days is recommended, to allow attendees preparation time to ensure appropriate information is available.

**Staffing:**
Not applicable.