

**SWMBH MI Health Link Operating Policy 12.5**

<b>Subject:</b> Supports Intensity Scale		<b>Accountability:</b> Clinical	<b>Effective Date:</b> 7/1/2015	<b>Pages:</b> 2
<b>REQUIRED BY:</b> <b>BBA Section</b> _____ <b>PIHP Contract Section</b> <u>7.7.3</u> <b>NCQA/URAC Standard</b> _____ <b>Other</b> <u>MDHHS SIS Manual</u>			<b>Last Reviewed Date:</b> 6/30/17	<b>Past Reviewed Dates:</b> 8/7/15
<b>LINE OF BUSINESS:</b> <input checked="" type="checkbox"/> Specialty Waiver (B/C) <input checked="" type="checkbox"/> 1115 Waiver <input checked="" type="checkbox"/> Healthy Michigan <input type="checkbox"/> SUD Medicaid <input type="checkbox"/> SUD Block Grant <input checked="" type="checkbox"/> MI Health Link <input type="checkbox"/> OTHER: _____		<b>APPLICATION:</b> <input checked="" type="checkbox"/> SWMBH Staff and Ops <input checked="" type="checkbox"/> Participant CMHSPs <input type="checkbox"/> SUD Providers <input checked="" type="checkbox"/> MH / DD providers <input type="checkbox"/> Other: _____	<b>Last Revised Date:</b> 6/30/17	<b>Past Revised Dates:</b> 8/7/15
<b>Approved:</b> <u><i>[Signature]</i></u> <b>Date:</b> <u>6/30/17</u>		<b>Required Reviewer:</b> Director of Provider Network Development and Clinical Quality Behavioral Health Waiver and Clinical Quality Manager		

**I. Purpose**

Meet contractual requirements for Supports Intensity Scale implementation and Development.

**II. Policy**

Southwest Michigan Behavioral Health (SWMBH) will:

- A. Ensure that each individual age 18 and older with an Intellectual/Developmental Disability is assessed using the Supports Intensity Scale (SIS) at minimum of once every 3 years (or more or if the person experiences significant changes in their support needs).
- B. Be responsible to provide quality activities through the use of an American Association on Intellectual and Developmental Disabilities (AAIDD) recognized and approved trainer to assure capacity to train new assessors and prevent drift.
- C. Participate in any relevant workgroup as it pertains to the SIS assessment.
- D. Collaborate with the Behavioral Health and Developmental Disabilities Administration (BHDDA) to plan for and participate in stakeholder SIS related informational forums.
- E. Collaborate with BHDDA and the region’s Community Mental Health Service Providers (CMHSP) in planning and provision of training to Supports Coordination/Care Management staff as it pertains to the SIS.
- F. SWMBH will ensure that SIS assessors meet state specified required criteria including the following minimum criteria:
  - 1. Bachelor’s Degree in human services or four years of equivalent work experience in a related field
  - 2. At least one year experience with individuals that have a developmental or intellectual disability
  - 3. Participation in a minimum of one Periodic Drift Review per year conducted by an AAIDD recognized SIS® Trainer

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4. Maintain annual Interviewer Reliability Qualification Review (IRQR) status at “Qualified” status as determined by an AAIDD recognized SIS® Trainer
5. Assessors skills will be evaluated as part of quality framework that includes AAIDD/MORC/Online reports
6. Attend quarterly Michigan SIS® Assessor conference calls
7. Attend annual Michigan SIS® Assessor Continuing Education
8. SIS Assessors must be independent from the current supports and services staff and may not report to the same department within the organization where the individual is being served.
9. Assessors should not facilitate a SIS® interview for an individual for whom they are providing another ongoing clinical service.
10. It is acceptable for interviewers to contract with or be employed by a PIHP, CMHSP, or other provider agency as deemed appropriate by the PIHP and consistent with avoidance of conflict of interest. While SWMBH is not a treatment provider, SWMBH is responsible for SIS Implementation in Region 4.
11. Ensure that SIS data is entered into or collected using SIS-A Online, the AAIDD web-based platform designed to support administering, scoring, and retrieving data and generating reports within state specified time frames.
12. Provide for necessary data use agreements and related tasks required for use of SIS online.
13. MDHHS will cover all annual licensing and user fees for PIHP use of SIS-A Online for Medicaid and MiHealth Link participants.
14. Co-own SIS data with MDHHS.
15. Have complete access to all SIS data entered on behalf of the PIHP, including both detail and summary level data.
16. Adhere to standards described in MDHHS SIS Manual.

### **III. Standards and Guidelines**

Described above.

### **IV. Definitions**

None

### **V. References**

- A. MDHHS PIHP Master Contract
- B. MDHHS SIS Manual

### **VI. Attachments**

None