

# Glossary of commonly used mental health terms

<b>Advanced Registered Nurse Practitioner (ARNP)</b>	A nurse practitioner with prescription-writing privileges.
<b>assessment</b>	The professional review of child and family needs that is done when services are first sought from a caregiver. Assessment of the child includes a review of physical and mental health, intelligence, school performance, family circumstances and behavior in the community. The assessment aims to identify strengths of the child and family. Together, the caregiver and family decide the treatment and supports, if any, that are needed.
<b>Attendant Care (AC)</b>	One-on-one support and supervision provided to a person in crisis, with the purpose of preventing hospitalization and, when hospitalization is unavoidable, speeding recovery time and a return to the home.
<b>Autism Waiver</b>	A new Kansas Waiver program that provides comprehensive early-intervention services to a limited number of eligible preschool-age children diagnosed with an Autism Spectrum Disorder and meeting eligibility criteria.
<b>authorization</b>	Documented written approval for a service.
<b>Automated Information Management System (AIMS)</b>	A comprehensive data set consisting of 85 categories of demographic and status data with respect to mental health consumers in Kansas.
<b>billable service</b>	A service that is considered medically necessary and therefore reimbursable by the insurer, who may be Medicaid.
<b>boundaries</b>	Something that indicates a border or limit. Professionals set limits, or rules, about what is permissible and what is not, which helps ensure proper professional and ethical behavior.
<b>cannabis abuse</b>	Abuse of marijuana.
<b>case management</b>	The monitoring and coordination of appropriate treatment and services to clients with specific diagnoses who require expensive or extensive services.
<b>Centers for Medicare and Medicaid Services (CMS)</b>	A division of the United States Department of Health and Human Services that oversees Medicaid programs.
<b>Certified Mental Health Provider (CMHP)</b>	CBS providers certified by the State of Kansas, rather than licensed by profession. Examples are Attendant Care workers and Targeted Case Managers
<b>Child and Adolescent Functional Assessment Scale (CAFAS)</b>	A rating scale used for assessing a child or adolescent's level of impairment in daily functioning based on challenges related to emotional, psychological, psychiatric, behavioral, or substance use issues.



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<b>Child and Family Team (CFT)</b>	A team (sometimes defined by some CMHCs as a Wrap-Around Team) of family members and cross-disciplinary service providers representing agencies and community partners who provide resources and support for the family of a child experiencing SED and receiving comprehensive mental health services. CFT members work together to develop a detailed and individualized Treatment Plan, or Plan of Care, that guides services offered for the child.
<b>Child Behavior Checklist (CBCL)</b>	An instrument (questionnaire) that assesses behavioral problems and social competencies of children, as reported by their parents. The Child Behavior Checklist is based on a careful review of the research literature and empirical studies, in a standardized format.
<b>clinical eligibility requirements</b>	Axis I diagnosis that meets requirement for serious emotional disturbance (SED).
<b>Community Based Services (CBS)</b>	Community Based Services involves the identification and provision of services within familiar, less threatening contexts. This is accomplished by involving family, friends, school, work, and natural supports available locally in the client's overall treatment.
<b>Community Based Services Team (CBST)</b>	A team (sometimes defined by some CMHCs as a Wraparound Team or Treatment Team) of family members and cross-disciplinary service providers representing agencies and community partners who provide resources and support for youth and families. CBST members work together to develop a detailed and individualized Treatment Plan, or Plan of Care, that guides and services offered for the child.
<b>Community Psychiatric Support and Treatment (CPST)</b>	Supports and solution-focused interventions that aim to achieve goals and objectives, as identified in the client's individualized treatment plan. CPST involves face-to-face interventions with the client within locations where the client lives, attends school, works and socializes.
<b>Coordination of Benefits (COB)</b>	The process in which authorized service payment is coordinated between the Kansas Health Solutions program and other third-party payers.
<b>correctional facility</b>	A prison or other institution where individuals requiring legal sanctions are confined.
<b>covered services</b>	Medically necessary behavioral health services for which Kansas Health Solutions has authorized provision in writing.
<b>credentialing</b>	The process of verifying a service provider's qualifications to demonstrate the provider has the skills and expertise to provide applicable mental health services.
<b>crisis plan</b>	A plan that specifies procedures, responsibilities and contacts in the event of a consumer's personal crisis. The Crisis Plan anticipates potentially problematic events and circumstances for the youth and provides the family with the necessary steps to take in the event of a crisis.



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<b>DD Waiver</b>	Individual and Family Developmental Disabilities Support Waiver.
<b>detention center</b>	A place where juvenile offenders (and adult offenders) are held in custody, usually as they await legal proceedings.
<b>diagnostic assessment / evaluation</b>	An assessment or evaluation conducted to establish a psychiatric diagnosis, to collect sufficient data to form a case and to develop an initial treatment plan. The emphasis of a diagnostic assessment is on consideration of immediate interventions necessary to ensure the child or adolescent's safety, or if the evaluation involves a reassessment, to revise the Treatment Plan based on new perspectives gained from the evaluation.
<b>DSM Axis I diagnosis</b>	A psychiatric clinical diagnosis or diagnoses (other than mental retardation and personality disorders). This is generally the reason a person seeks treatment.
<b>DSM Axis II diagnosis</b>	A diagnosis related to a personality disorder or mental retardation. Axis II conditions characterize the person across situations over time.
<b>DSM Axis III diagnosis</b>	Physical or medical conditions that are potentially relevant to understanding the individual's mental disorder.
<b>DSM Axis IV diagnosis</b>	A rating of an individual's psychosocial stressors that have occurred in the preceding year. Stressors indicate categories of stress that the "average person" would experience if faced with the event. It may be helpful, when describing an individual's resilience, to note that they are experiencing either more or less stress than what would be an "average" response to a given event.
<b>DSM Axis V diagnosis</b>	The professional's overall judgment of a person's current functioning, as well as his or her highest level of functioning within the past year. This rating includes a summary of psychological, social, family and academic factors.
<b>Economic and Employment Support (EES)</b>	A department within the Kansas Department for Children and Families that focuses financial and employment assistance to those in need.
<b>ES - 3160</b>	A form that notifies the family has chosen the Waiver for their eligible child or adolescent.
<b>evidence-based practices</b>	Programs and practices developed from carefully controlled and systematic research that demonstrates effectiveness. Evidence-based mental health practices integrate research evidence with clinical expertise, cultural competence and the values of the services recipient.
<b>externalized</b>	Outside of oneself; to attribute occurrences to causes beyond one's control.
<b>family choice</b>	The foundation of the HCBS SED Children's Waiver, focusing on the family's views and needs as primary in the delivery of services.



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<b>Family Choice Assurance Document</b>	An enrollment document completed by the family to indicate their wish to pursue the HCBS SED Children's Wavier. Waiver Services are initiated once this form is signed by the parent or guardian.
<b>foster care</b>	A federal-state program that provides financial support to a person, family, or institution for raising a child or children that are not their own.
<b>functional impairment</b>	Deficits in the ability to function independently, such as an inability to perform activities of daily living.
<b>Global Assessment of Function (GAF)</b>	A scale of 1 through 100 used by qualified mental health professionals (QMHPs) to evaluate the functioning quality of a client in a variety of domains (e.g., social, psychological, occupational).
<b>group home</b>	A facility or home in which numerous people live together. Some group homes specialize in the provision of certain services. For instance, a therapeutic group home provides an environment conducive to learning social and psychological skills.
<b>Health Information Portability and Accountability Act (HIPAA)</b>	Federal regulation that protects consumers' private health care information and that sets uniform standards for dispersing such information. For instance, HIPAA obligates Providers to use secure transmission of medical records over the Internet.
<b>Home and Community Based Services (HCBS)</b>	A program within mental health centers that focuses on delivery of services within the home and community.
<b>Home and Community Based Services / Serious Emotional Disturbance Waiver (HCBS/SED Waiver)</b>	A program designed to assist families in need to gain assistance through a federal program that waives the standard Medicaid guidelines to offer six additional services to eligible families. Eligibility is determined through clinical assessments, as well as financial determination.
<b>hospital treatment facility</b>	A 24-hour treatment facility.
<b>Independent Living / Skill Building (IL/SB)</b>	A service that focuses on building skills necessary for living independently, such as shopping for groceries, washing laundry and balancing a checkbook.
<b>Individualized Education Program (IEP)</b>	An educational plan for students who qualify for special education services that outlines goals and objectives, as well as instructional modifications, services and supports necessary for the student to make adequate academic progress in school.
<b>Individualized Family Service Plan (IFSP)</b>	An early intervention plan for infants and toddlers with disabilities. The IFSP identifies the family's strengths, needs, concerns, and priorities and identifies support services available to meet the infant or toddler's developmental needs.
<b>Individualized Service Plan (ISP)</b>	A written plan for a child or adolescent with a developmental disability that summarizes the services and supports desired or necessary to enable him or her to achieve goals.



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<b>Information Disclosure Form (IDF)</b>	Commonly referred to as a "release of information" form, which the client signs to give permission for the sharing of relevant treatment information between specific persons or agencies.
<b>initial clinical eligibility</b>	Meeting mental health diagnostic requirements to participate in the HCBS/SED Waiver.
<b>initial eligibility for HCBS</b>	Initial eligibility for the HCBS/SED Children's Waiver consists of meeting clinical and financial eligibility through the local KDADS office.
<b>internalized</b>	Mental health symptoms and feelings that are held inside the individual, are difficult to see and do not involve acting out behaviors.
<b>International Classification of Diseases (ICD-10)</b>	A worldwide alternative to the DSM, used for providing universal codes to classify diseases and injuries, as well as their etiology, including signs, symptoms, abnormal findings and related causes and impact.
<b>intervention</b>	A deliberate entry into a situation or dispute in order to influence events or prevent undesirable consequences.
<b>Juvenile Justice System (JJS)</b>	A division of court services that addresses criminal cases involving youth and adolescents.
<b>KanFocus</b>	A program initiated in 1994 to provide mental health services to children with severe emotional disturbance (SED) and their families.
<b>Kansas Department for Aging and Disability Services (KDADS)</b>	A government agency that offers a variety of services to children and families, such as child protective services, family-based assessments, family-support services, eligibility determination, and information and referral. Child welfare services are provided in local offices statewide.
<b>Kansas Health Solutions (KHS)</b>	A not-for-profit health care organization formed to manage Medicaid mental health benefits for Kansans. All outpatient mental health services are managed by KHS, which subcontracts with providers to deliver therapy and specialized rehabilitation services for both adults and youth statewide.
<b>Level of Care (LOC)</b>	An indicator of the status of care needed at a specific time. For instance, inpatient treatment is considered a more intensive level of care than outpatient treatment.
<b>Licensed Mental Health Worker</b>	A mental health professional (e.g., clinical social worker, etc.) licensed by the Behavioral Sciences Regulatory Board to practice in their area of expertise in Kansas.
<b>managed care</b>	Systems and techniques used to control the use of health care services. This includes a review of medical necessity, incentives to use certain providers and case management.
<b>medical necessity</b>	The term used to indicate that services provided are needed to reduce symptoms and functional deficits related to a diagnosed condition.



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<b>Medicaid</b>	A health care program administered by the Kansas Health Policy Authority and Kansas Department for Aging and Disability Services.
<b>Medicaid Management Information System (MMIS)</b>	An electronic system that interfaces with CMS, insurance companies, providers and other relevant agencies for Medicaid claims data collecting, processing and payment.
<b>Medication Manager</b>	A medical doctor or ARNP who evaluates the consumer's need for medication and who provides prescriptions and ongoing medication management.
<b>Network</b>	Participating Providers within an identified area or region.
<b>non-categorized funding</b>	Funding assistance that does not fall within a specific category. Community Mental Health Centers (CMHCs) may distribute these funds at their discretion, based on need.
<b>Notice of Action</b>	An enrollment form for the HCBS SED Children's Waiver that notifies the local KDADS office that clinical and financial eligibility has been met and services are prepared to commence.
<b>Parent Support &amp; Training (PST)</b>	A Waiver service that provides assistance to the family with understanding the child's diagnosis and in acquiring knowledge and skills necessary to understand and address specific needs of the child in relation to his or her mental illness and treatment. Examples of skills the PST might target include developing or enhancing problem-solving and coping skills or strategies to manage the child's symptoms and behavior.
<b>periodic expenses</b>	Expenses that occur occasionally but not repetitively.
<b>physical disability</b>	A medically diagnosed condition that makes it difficult to engage in activities of daily life; a condition that causes the individual to be regarded by law as ineligible to perform a specific transaction.
<b>Plan of Care (POC)</b>	The Plan of Care describes medically necessary services and involves goals, objectives and action steps. <i>Also see Treatment Plan.</i>
<b>Prepaid Ambulatory Health Plan (PAHP)</b>	A managed health care plan that pays for outpatient and Community Based mental health services. The PAHP is managed by Kansas Health Solutions, a statewide managed care organization.
<b>Preschool and Early Childhood Functional Assessment Scale (PECAFAS)</b>	A multidimensional measure that assesses the psychosocial functioning of preschool-age children (ages 3-7).
<b>Professional Resource Family Care (PRFC)</b>	A service that provides short-term, intensive support resources and crisis stabilization through a co-parenting approach in a surrogate family setting to help a child with SED avoid inpatient and institutional treatment during crises.



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<b>progress note</b>	A written account of the provider's contact with the child and or family in the provision of services.
<b>Psychiatric Residential Treatment Facility (PRTF)</b>	Facilities that provide treatment 24 hours a day. Children with serious emotional disturbances may receive constant supervision and care. Treatment may include individual, group, and family therapy; behavior therapy; special education; recreation therapy; and medical services. Residential treatment is usually more long-term than inpatient hospitalization.
<b>Psychosocial Rehabilitation (PR)</b>	A service that assists the child experiencing SED with developing social and interpersonal skills and with developing coping strategies and routines related to managing SED symptoms. This service can be provided in a group setting as well as one-on-one.
<b>Qualified Mental Health Professional (QMHP)</b>	A licensed clinical psychotherapist, marriage and family therapist or professional counselor.
<b>qualitative</b>	Subjective evaluation. Observational, descriptive or based on judgment rather than on measurement.
<b>quantifiable</b>	Measurable evaluation demonstrating things such as the level of strength or frequency.
<b>rehabilitation</b>	A program or intervention that helps the person who is recovering from illness or injury to regain as much function as possible. The goal is for clients to become as independent as possible, despite a limitation or disability. Rehabilitation also teaches strategies for managing ongoing disabilities and typically includes a program of clinical and/or vocational services.
<b>reimbursed service</b>	The provision of services for which there is compensation.
<b>Respite Care (RC)</b>	Temporary care provided to an individual for the purpose of affording relief to primary caregivers. Respite Care is used to decrease stress in the home of individuals with disabilities or handicaps, thereby increasing caregivers' overall effectiveness.
<b>responsible person</b>	The person legally or ethically accountable for the welfare or care of another.
<b>Serious Emotional Disturbance (SED)</b>	A serious emotional disability, disorder and/or social impairment in a child or adolescent that substantially disrupts major life areas, such as academic or developmental progress or interpersonal relationships. An SED diagnosis involves impaired functioning that has lasted at least one year, or alternatively, it may involve impairment of short duration but high severity.
<b>spend down</b>	An amount of countable medical expenses that Medicaid-eligible consumers must pay before receiving Medicaid benefits, based on having income that exceeds established limits.



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<b>Strengths and Needs Assessment</b>	An assessment that involves working with the family to identify the child's and family's strengths and needs, with the purpose of developing a Plan of Care (POC) that includes goals that utilize strengths to address needs.
<b>strengths based</b>	In planning and provision of treatment services, this involves recognizing that each client, family and community has unique strengths and competencies. Strengths based care involves using and building on these assets to maximize and sustain optimal functioning.
<b>system of care</b>	A partnering of service providers, families, community agencies and others with intimate knowledge and involvement with a child who work together to develop individualized services and supports for the child experiencing SED.
<b>Targeted Case Management (TCM)</b>	A service that coordinates mental health, social work, educational, health, vocational, transportation, advocacy, Respite Care, and recreational services, as needed. The TCM ensures that the changing needs of the child and family are met.
<b>target population</b>	A category of consumers identified based on a common set of conditions or circumstances, such as children experiencing a Serious Emotional Disturbance, adults with Severe and Persistent Mental Illness or others at risk of requiring institutional care due to mental illness.
<b>Treatment Plan</b>	The treatment plan describes medically necessary services and involves goals, objectives and action steps. <i>Also see Plan of Care.</i>
<b>Utilization Review</b>	The process of determining whether a child experiencing SED can be evaluated or treated in the community or should be referred to appropriate inpatient treatment.
<b>Waiver Services</b>	A comprehensive set of Medicaid services available to a limited number of children who meet certain eligibility criteria. These sets of services waive financial eligibility criteria by being based on the child's income rather than on the parent's income.
<b>Waiver Manager</b>	Financial eligibility is determined by Economic and Employment Support (EES) staff, who oversees all Waivers in Kansas. They coordinate procedures and process the necessary paperwork from families and Community Mental Health Centers for reimbursement of services.
<b>Wraparound Facilitation (WAF)</b>	A unique Waiver service that coordinates all aspects of development and updates to the Plan of Care (POC).





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**Wraparound Fidelity Index-4 (WFI)**

A set of structured interviews designed to assess the nature and impact of the wraparound process on the consumer and his or her family. The WFI-4 uses interview feedback to compare how well the wraparound process conforms to established service delivery principles.

**Wraparound Team**

A unique set of individuals representing community services and natural supports for a child or adolescent in Community Based Services. The Wraparound Team is individualized for the child and family, with the goal of providing services and supports to enable the achievement of positive outcomes.

