



Approval Date: November 22, 2010

Approved by: Marye Thomas, MD

Signature: _____

A handwritten signature in black ink, appearing to read "Marye Thomas, MD", written over a horizontal line.

Title: Director

TBS NOTICE POLICY

When the MHP is involved in the placement, the MHP provides the DMH-issued Therapeutic Behavioral Services (TBS) Notice to MediCal (MC) beneficiaries 21 years of age or younger and to their representative.

PROCEDURE

- a. When youth 18-21 are referred to SNF, MHRC or IMD, the placement agency staff will receive the TBS notice from an MHP representative. Placing agency staff will then:
 - provide the TBS Notice to the beneficiary.
 - have the beneficiary or representative sign the TBS Notice Receipt and place the receipt in the chart.

- b. At the time of IPRC placement authorization for RCL 13 - 14 foster care group homes, the placing agency staff will receive the TBS notice from the MHP representative. Placing agency staff will then:
 - provide the parent or legal guardian with the TBS Notice.
 - have the TBS Notice Receipt signed and place the receipt in the chart.

- c. At the time of placement in a RCL 12 foster care group home when the MHP is involved in placement through the AB 3632 unit (CSS):
 - CSS staff will provide TBS Notice to parent or legal guardian.
 - CSS Staff have the TBS Notice Receipt signed and place the receipt in the chart.

All Placing Agencies have received electronic copies of TBS Notices, TBS Notice Policy, and TBS Notice Receipt for signature and chart. In addition, these documents are available at

<http://www.acbhcs.org/providers/Forms/Childform.htm#TBS>.