

Sibling Enrollment Protocol

When considering a sibling for referral and possible enrollment, we should keep a balance between the youth's right to enroll (if they qualify) and the Wraparound philosophy of serving the entire family through the coordination of resources available in the community and their current mental health insurance coverage.

If the family first calls the Resource & Referral Line (RRL) directly, the Resource & Referrals Coordinators (RRCs) will refer the family to the current Care Coordinator (CC) and will email the CC, CC Agency Supervisor and associated Program Manager to make them aware of the request and provide direction to follow this protocol.

For an Initial Request:

If a family has a youth enrolled in current programming and they request to refer/enroll a sibling, these steps must be followed:

1. CC will talk with the family to better understand the "why" behind the request. CC, family and youth will explore other resources to meet the need, such as community resources, or services available via the youth's current insurance. A few reminders:

- Therapy and psychiatry must be provided through the youth's insurance (CC can call network providers to check the types of insurance they accept or call back of insurance card). *Siblings cannot receive individual therapy or medication management (or other Medicaid reimbursable services) via the enrolled sibling's insurance/SARs.*
- Crisis stabilization services can be authorized by the designated Wraparound Administration Program Manager if appropriate for an initial period of 90 days. Please see associated protocol - *How to obtain Crisis Stabilization Services for non-HMO Enrolled Youth* – for additional information.
- Wraparound Special Education Liaisons (SEA Group) can also be used to help support the youth at school if needed.

If the requested services or supports can be provided in the community/insurance, the CC will assist with locating and contacting the resources that are appropriate for the youth.

2. If those supports are not successful, the services are not available in the community and/or the family has an expressed interest in enrollment, CC will talk with the family about the necessity of additional programming within the family and confirm details about the sibling's previous mental health services, current needs and services being requested. CC will help the family understand the expectations when several children in a family are enrolled (i.e. increased time commitment from service providers, more than one team, additional meetings, conflicts of interest, etc.). CC will make sure to the best of their ability that the family is truly comfortable with this level of intensity. CC will then inform the family that they will meet with their Agency Supervisor to discuss the request, and more conversation may be needed.

3. CC and CC's Supervisor will have a conversation regarding the request. CC will discuss if a specific service is being requested and other identified needs. Based on this discussion, the Supervisor may request different or additional community resource exploration or determine that a referral seems appropriate. The CC will discuss the outcome of this conversation with the youth/family.

4. If CC's Supervisor is in agreement with referring the sibling, then the CC Supervisor must contact the RRL at childrensenrollment@milwaukeecountywi.gov to inform the RRC's that Sibling Protocol has been followed and to anticipate a call from the family. CC or Agency Supervisor will instruct the family to contact the RRL to complete the referral so a screening can be scheduled.

Please Note: If an Agency Supervisor does not feel a referral would be appropriate after all steps have been followed and the family continues to have an expressed interest in a referral being made, the Agency Supervisor must connect with the associated Program Manager and Intake Manager for additional direction. Families can always contact the RRL directly to discuss a possible referral if needed.

Once a Sibling is Assigned to an Options Counselor

The Options Counselor must review the following information, in addition to the regular Screener's Protocol:

- Current enrollee's Plan of Care (POC) - Are efforts to support the sibling's needs and associated resources/services reflected within the current POC?
- Progress/Provider notes, to see what is going on with the family as a whole and the referred sibling for consideration:
 - Have significant, due diligence efforts been completed by the Care Coordination Agency to address the sibling's needs through the current Child & Family Team?
 - Are the needs of the sibling such that a second team is needed?
 - Is the enrolled youth placed out of the home?
- Is there documentation in Avatar for the sibling showing any crisis response?
- Check SARS to see what, if any, services are currently being authorized and utilized by the sibling being considered for enrollment, such as family therapy

Options Counselors will review again with the CC and family what an additional Child and Family Team might provide, why the enrollment is needed, and if the sibling can be serviced with their current insurance within the community.

General Notes

As part of the screening process for families who do not have any youth currently enrolled, but multiple siblings have been referred, Options Counselors will follow the same guidelines for all youth (i.e. consider level of mental health need, whether youth are placed together, multiple meetings, etc.).

All decisions regarding multiple sibling enrollments will be made in conjunction with Wraparound clinical and administrative staff.