

# Clinical Case Management (CCM) Program Overview

EMBRACE partners with school districts to find residential treatment centers (RTCs) for students who have unique educational and mental health needs that require a higher level of care, and to provide clinical case management for students and their families on behalf of the school district. The clinical case management team maintains a current knowledge base of numerous California Department of Education (CDE) accredited residential treatment centers, both inside and outside of the state. When necessary, and upon district approval, EMBRACE can refer students to specialized, non-CDE approved facilities.

## RTC Placement Support

### Service Description and Desired Outcome

Utilizing current and historical information, placement specialists determine which RTCs meet a student's unique educational and mental health needs. Additionally, placement specialists manage the referral process and provide a clinical recommendation to assist the district in making an appropriate offer of FAPE for a program that will support students in accessing and benefiting from their education.

### Initiating Services

To begin the placement process, EMBRACE must receive a referral form from the school district, SEIS access, and a release of information signed by caregivers.

### What does a placement specialist do?

- Review student record and interview caregiver(s)/school team.
- Meet with the placement specialist team to review student profile and determine preliminary, prescriptive placements that best match the student's current educational and mental health needs.
- Consult with district for placement approval prior to receiving consent from caregivers.
- Gather necessary documentation and submit referral packets to approved programs.
- Manage the referral process and provide updates.
- Evaluate referral outcomes and recommend prescriptive placement to district.
- Prepare district for placement IEP (invite RTC representative, gather information requested by district).
- Attend placement IEP meeting where district makes an appropriate offer of FAPE.

## Clinical Case Management

### Service Description and Desired Outcome

Once students are placed at an RTC, the assigned clinical case manager (CCM) offers consultation and case management support for the IEP team, including the student, caregivers, RTC staff, and the school district. The CCM conducts quarterly visits with the student and RTC team to monitor treatment, milieu, and educational goal progress; writes site visit summaries; attends IEPs; and provides clinical support to caregivers throughout treatment. This clinical oversight, on behalf of the school district, helps to ensure the RTC placement remains appropriate, leads to a shorter length of stay and successful discharge for the student.

### Initiating Services

To begin clinical case management, the service needs to be added to the student's IEP under "Psychological Services" or "Agency Linkages" and EMBRACE must receive SEIS access, a referral form, and a release of information from the school district.



### What does a clinical case manager do?

- Conduct initial visit and attend 30-day IEP meeting to support with transition to RTC.
- Collaborate with RTC staff regularly and participate in monthly treatment team meetings (when applicable).
- Offer support to caregivers while the student is in placement to address questions and concerns.
- Communicate student progress, program updates, and safety concerns to the school district.
- Facilitate communication between caregivers, RTC staff, and school district to monitor progress toward treatment and IEP goals.
- Visit student and RTC team on a quarterly basis and provide the district with a site visit summary that includes current documentation and updates on progress.
- Attend IEP meetings.
- Help to identify resources/supports needed for student's successful transition home.
- Provide ongoing support to caregivers and school district until the 30-day placement IEP, or for up to 60 days post-discharge from RTC.

## Referral Form – Clinical Case Management and Placement Services for Residential Treatment

Referral Date:	Student Name:
Date of Birth:	Home Address:
SSID:	
SpEd Eligibility:	District + Current School + Grade:
<b>IEP Team Members</b>	<b>Name, Phone, Email</b>
<input type="checkbox"/> Parent/Guardian/Caregiver	
<input type="checkbox"/> Parent/Guardian/Caregiver	
<input type="checkbox"/> District Contact	
<input type="checkbox"/> Case Manager/Content Specialist	
<input type="checkbox"/> School-Based Counselor/RTC Therapist	
<b>Reasons for Referral (District concerns including high risk behaviors and safety issues)</b>	
<input type="checkbox"/> Student is currently placed at a Residential Treatment Center (RTC). Name of RTC: _____ Admission Date: _____	
<b>Services Requested</b>	
<input type="checkbox"/> <b>Placement Services for Residential Treatment</b> Placement Specialists determine which residential treatment centers meet a student’s unique educational and mental health needs, based on caregiver and school staff interviews, as well as record review. Additionally, Placement Specialists manage the referral process and provide clinical recommendations to support districts in making an appropriate offer of FAPE.	
<input type="checkbox"/> <b>Clinical Case Management</b> On behalf of the school district, Clinical Case Managers (CCMs) visit students placed at an RTC on a quarterly basis to monitor treatment, environment, and educational goals. CCMs participate in IEPs and regularly meet with treatment team members to gather current information regarding student progress. In addition to addressing caregiver and/or district concerns, CCMs’ clinical oversight helps to ensure appropriate fit, reasonable length of stay, and a timelier return home for students.	
Preferred start date of services:	

Please attach the following and indicate all that are available:

- |  |  |
|--|--|
| <input type="checkbox"/> SEIS access   | <input type="checkbox"/> Authorization to exchange confidential information with school district |
| <input type="checkbox"/> Psychoeducational/Psychological/ERMHS assessment(s) | <input type="checkbox"/> Current IEP with signed consent for services listed above               |

Send form to: [referrals@embrace-mh.org](mailto:referrals@embrace-mh.org)

**Questions? Contact:**

Karyn Brophy, LMFT | Program Supervisor  
[k.brophy@embrace-mh.org](mailto:k.brophy@embrace-mh.org) | 925.375.2666