



## New Hampshire Division for Children, Youth and Families Policy Manual

### 1919 DIAGNOSTIC EVALUATION SERVICES

Chapter: Services for Children, Youth and Families

Section: Community-Based Services

Approved:

Joseph E. Ribsam, Jr., DCYF Director

Policy Directive: **21-24**

Effective Date: **April 2021**

#### References Of Note

Federal Authority:

Statutes: [RSA 126-A](#), [RSA 169-B](#), [RSA 169-C](#),  
[RSA 169-D](#), [RSA 170-G](#), [RSA 326-B](#), [RSA 329](#), and [RSA 330-A](#)

Administrative Rules: [He-C 200](#), [He-C 6344](#),  
and [He-W 535](#)

Case Law:

This policy establishes the specifications for Diagnostic Evaluation Services for children age birth through 20 and their families who have mental health or behavioral health needs.

#### **Required Practices**

*Any deviations to the following information must be documented with Supervisory Approval.*

- I. The CPSW/JPPPO must obtain Supervisor approval prior to making a recommendation for Diagnostic Evaluation Services.
- II. Payment for Diagnostic Evaluation Services is authorized when:
  - A. Ordered by the Court; or
  - B. A CPSW/JPPPO has entered into a voluntary agreement between DCYF and the family.
- III. The CPSW/JPPPO must:
  - A. Document the need for services in the case record;
  - B. Notify Provider Relations that the service has been authorized until the evaluation is completed and provide the begin date of service; and
  - C. Share the necessary case information to complete the evaluation with the provider.
- IV. The Community and Family Support Specialist, Provider Relations, and the CPSW/JPPPO will work together to support any uncertified Community-Based Behavioral Health Service Provider in completing the certification process in He-C 6344 if they are court-ordered to provide a Diagnostic Evaluation Service.

- V. Diagnostic Evaluation Services will be reimbursed based on the approved hourly rate and service units.

<b>Standard Operating Procedures</b>		
<b>SOP</b>	<b>Title</b>	<b>Applicable Disciplines</b>
1919.1	Standard Diagnostic Evaluation Services	CPS and JJS
1919.2	Competency Evaluation Services	JJS

**Glossary and Document Specific Definitions**

A - B    C - D    E - F    G - I    J - L    M - N    O - Q    R - S    T - V    W - Z

**For the Purpose of this Document:**

**"Diagnostic Evaluation"** means psychological testing and/or psychosocial assessment to determine the nature and cause of a child and/or family's dysfunction including mental status, child development, family history, and recommendations for treatment.

<b>Document Change Log</b>			
<b>PD</b>	<b>Modification Made</b>	<b>Approved</b>	<b>Date</b>