

SHARING AND DISCLOSURE OF PROTECTED HEALTH INFORMATION (PHI) FOR DCFS INVOLVED CHILDREN
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Emergency Response Referrals

PHI sharing begins during the decision making process regarding a child's removal, placement and reunification. Examples of when this might occur could be when the initial referral was generated by a medical professional regarding suspicious injuries, a newborn's positive toxicology or medical neglect.

Team Decision Making (TDM)

Team Decision Making is a strength based collaborative process involving DCFS staff, family members, and invited community members, caregivers, and service providers for the purpose of ensuring child safety including placement, as well as, appropriate interventions and supports to families. The health and mental health needs of the child are addressed during this process.

Temporary Custody

When CSW's take children into temporary custody, they collect as much health and mental health information about each child as possible. The information comes from various sources including immediate family members, the school and health care providers. This information includes the child's medications, provider information, hospitalization information, etc.

Multidisciplinary Assessment Team (MAT)

DCFS, in collaboration with DMH and other community providers, provide a Multidisciplinary Assessment Team (MAT) program to ensure that each child who enters out-of-home care, receives immediate and comprehensive assessments and services, including health and mental health diagnostic and treatment services.

Medical Hubs

Under the leadership of DCFS and in partnership with the Department of Health Services (DHS) and DMH, a countywide Medical Hub Program has been established to create better outcomes for children by providing expert medical examinations and care. The six Medical Hubs provide Initial Medical Exams, Forensic Evaluations, the latter as determined needed, and age-appropriate mental health screenings for DCFS served children who are newly detained.

JV 225

At the detention hearing the court is required to direct each parent to provide to DCFS complete health and mental health information regarding each child and medical background of the child and the parents. Out-stationed DCFS Public Health Nurses are available to assist parents in completing the court ordered JV 225.

Health and Education Passport (HEP)

California Laws and Regulations require the maintenance of health and education information as part of each child's case plan. This information is to include general summary information regarding health care providers, as well as, immunizations, allergies, known health and mental health problems, current medications, past

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**Health and Education
Passport (HEP)**

continued

health and mental health problems and hospitalizations. DCFS uses the CWS/CMS Health and Education Passport (HEP) document for this purpose. The HEP will automatically be updated and revised each time new health data is entered into CWS/CMS. The caregiver is asked to bring the most recent HEP to health and mental health care appointments and to ask the provider to document current health and mental health care information on the DCFS 561(a)(b)(c). The CSW collects copies of the completed DCFS 561 series documents at the monthly home visit. The DCFS Public Health Nurses are assisting the CSW's in the maintenance of current health and mental health care information in CWS/CMS by reviewing the completed DCFS 561(a)(b)(c), following up if needed and then entering the data into CWS/CMS.

**Health and Education
Passport Binder (HEP Binder)**

When a child is in placement the caregiver and the CSW work together to gather and share health and mental health information for the ongoing care of the child. This information is filed by the caregiver in the HEP Binder and reviewed and monitored by the CSW during monthly home visits.

Court Reports

As required by California law and the court, the CSW documents the child's current health and mental health status in the current court report and attaches a copy of the current HEP document and any other relevant health or mental health care documents to the court report. Copies of the court report are provided to all parties including: the parents, the attorney's, CASA's and to children 10 years of age or older.

Special Circumstances

Psychotropic medication authorization requires a court order and the request is submitted directly to the court by the child's psychiatrist.

Approval for surgical procedures or general anesthesia is sought first from the parents and if not available, then from the court.

Confidentiality

The confidentiality of all DCFS case records is protected by law. Information in DCFS case records may not be shared without a court order. A child's PHI may be shared between and among health care providers, DCFS and other agencies only as provided by Civil Code 56.103 or; when the disclosure of PHI has been authorized by a parent/guardian with legal custody or; the disclosure has been authorized by the court.
