Service Area: Mental Health

CLASSROOM OBSERVATIONS

POLICY:

In order to provide all children with quality mental health and social and emotional well-being, the mental health specialist observes each classroom with the intent to promote positive mental health in each classroom, and assist in developing strategies unique to individual child needs.

PROCEDURE

1. The Mental Health Specialist observes each classroom with the first 120 days of school and completes the TPOT Short form (see attached) and a Classroom Observation Record.
2. The Mental Health Specialist makes at least one more visit to each classroom following the initial observation.
3. When Education Specialists, Principals and Teachers request a TPOT Short form or Classroom Observation Record to the Education Specialists. This record includes names of students that require further monitoring.

Mental Health Specialist (s) will also review virtual students. 0 Tc 8.81 0 Td[(,)-1 (

RELATED DOCUMENTS

TPOT Short Form

Classroom Observation Record

Classroom Observation Form

Classroom: _____ Teachers: _____

Service Area: Mental Health

MENTAL HEALTH COUNSELING REFERALS

POLICY:

To ensure the child's mental health and social and emotional well-being, the Mental Health Specialist must build community partnerships to facilitate access to additional mental health resources and services, as needed.

PROCEDURE

1. The Mental Health Specialist compiles a list of community mental health agencies that serve the ages 0-5 and identify their specialties.
2. The Mental Health Specialist provides a copy of the list to teaching staff and Education Specialists at the beginning of the year and when changes are made to the list.
3. Parents

b. As part of the therapeutic intervention identification meeting as defined in Mental Health Counseling P&P.

c. All providers information will be provided to parents/guardians with recommendations highlighted based on matching need and specialties.

4. Teachers believing a student would benefit from mental health counseling talk to their Education Specialists. If Education Specialist concurs, he/she contacts Mental Health Specialist via email or during weekly meeting to discuss the referral.
5. If a parent requests information about mental health providers, teachers and/or staff refer them to the Mental Health Specialist to help facilitate appropriate referrals.

Service Area: Mental Health

MENTAL HEALTH COUNSELING

POLICY

To ensure each child's mental health and social and emotional well-being, mental health counseling services are available to staff and family to provide short- term therapy. Mental health consultation is also to be provide to assist in general understanding mental health and to access appropriate mental health interventions. All above services must be provided on a sufficient and consistent schedule to ensure delivery in a timely and effective manner.

PROCEDURE

STUDENT COUNSELING:

1. All parents sign limited consent for developmental screening and consultation with Mental Health Specialist.
2. Parents receive a phone call within 24 school hours following emergency intervention with the Mental Health Specialist. Emergency intervention is defined as: Removal from the classroom by the Mental Health Specialist following a situation where student engaged in behavior that was unsafe towards self or others.
3. Identification of students needing therapy:
    a. Child Talk Meeting
    b. Parents request therapy services
4. The Mental Health Specialist conducts a therapeutic intervention identification meeting with the parents of students identified as benefiting from short-term therapy services.
    a. Parents must sign a consent for treatment prior to beginning treatment.
    b. Parents and Mental Health Specialist identify treatment goals.
    c.

6. Parents have the right to revoke consent for treatment at any time.

STAFF COUNSELING

1. Mental Health Specialistis available to staff for emotional support and short-term therapy services.
2. Staff must sign a consent for treatment prior to on-going short-term therapy services beginning.
3. Staff may set an appointment with Mental Health Specialistbefore or after school hours or drop-in to office.
4. All conversations labeled as “therapy services” are confidential and will not be shared with others without consent.
5. Staff have the right to revoke consent for treatment at any time.

VIRTUAL STUDENT COUNSELING

1. In the event of school wide virtual learning, parents will receive a letter informing them that virtual therapy services are available and instructions on how to request therapy.
2. Any students enrolled in virtual schooling will receive a letter of introduction including services available by Mental Health Specialist and how to access them.
3. The Mental Health Specialistwill conduct a therapeutic intervention identification meeting with the p arents of students prior to beginning virtual therapy services.
    a. Parents must sign a consent for treatment prior to beginning treatment.
    b. Parents and Mental Health Specialistwill identify treatment goals.
    c. Type and frequency of treatment (individual, family or group) will be identified.
    d. Parents must sign documenting their understanding that information obtained in therapy can be used when making education and classroom recommendations but are otherwise considered privileged information.
    e. Parent must be present for virtual therapy sessions unless otherwise discussed with Mental Health Specialist.
4. Parents have the right to revoke consent for treatment at any time

VIRTUAL STAFF COUNSELING

1. In the event of school wide distance learning, staff receive a letter informing them that virtual therapy services are available and instructions on how to request therapy.
2. All conversations labeled as “therapy services” are confidential and are not shared with others without consent.
3. Staff have the right to revoke consent for treatment at any time.

RELATED DOCUMENTS

- Consent for Treatment

Monica Miller, LMHC (MH#13814)
Early Childhood Mental Health Specialist – Baker Center
311 E. Charlotte Ave, Punta Gorda, FL 33950
941-575-5470 ext. 2018

Date: _____ Student DOB: _____

I give permission for my child_____ to receive short-term solution focused mental health services at _____ through the Baker Center ton(e

Service Area: Mental Health

To support the family's health, nutrition, and mental health needs, the Mental Health Specialist will collaborate with parents to offer programs that provide education on a variety of topics including but not limited to parenting classes, mental health issues and general health education.

PROCEDURE

1. Mental Health Specialistwill host monthly parent information sessions titled "Let's Talk About…" on topics of mental health, behavior management, nutrition and medical information.
2. Parents will be given the option of attending Nurturing Parenting Classes throughout the year.
    a. These classes will cover topics of Healthy Expectations (understanding age

Service Area: Mental Health

REFERRAL PROCESS

POLICY:

In order to provide early intervention related to student's mental health concerns, atypical behaviors and/or development, the Mental Health Specialist will meet with staff and parents to identify and discuss issues and concerns related to child mental health & social emotional well-being.

PROCEDURE

1. Mental Health Specialist will work with education team throughout referral process to offer ongoing support to parents.
2. Mental Health Specialist will administer Conners EC Assessment and/or SEAM as appropriate.
    a. Teachers are expected to return Conners EC Assessment booklet or SEAM

10/23/2020/MM In order to ensure the social and emotionaldevelopment of each child the social

1. Teachers and Mental Health Specialistwill discuss Social Emotional Learning

rvice Area: Mental Health

AFF DEVELOPMENT

LICY:

ensure the mental health, social and emotional well-being for all center wide, the ntal Health Specialist will be available to staff to address mental health concerns, luding internalizing child's problems and/or triggered issues resulting from student's allenging behaviors. The Mental Health Consultant will help staff to undertw.p (i)1 (i)1 (i .-3t .-3t pu5

OCEDURE

1. Mental Health Specialist will be available to lead a book club discussion group throughout the year.
    a. Mental Health Specialist will create opportunities for discussion and highlight relevant topics.
2. Mental Health Specialist will present to staff regarding mental health issues once a year at professional development days or during staff meeting.
3. Mental Health Specialist will provide ongoing training based on student or classroom n. . eed(a)-3.

    b. Create incentives for participate in mental health wellbeing activities.

Service Area: Mental Health

STUDENT CARE PLAN FOLDER

POLICY:

To ensure the consistent and effective delivery of services unique to a child's mental health, social and emotional needs, a Student Care Plan Folder will be placed in each classroom detailingthe behavior plan specifics for any teacher substituting in the classroom to read and utilize.

PROCEDURE

1. After a Student Care Plan is created, the Mental Health Specialist will place a copy in a folder marked Student Care Plan. This folder will be placedin a conspicuous place in the classroom.
2. Teachers and/or staff members entering the classroom to engage with the student for an extended l(s)-3 (f)-dc. (d) [(f) 5r: l(s)-3 (f)-dc. (.38 Td (2.)Tj /TT82 0 c)-3 (885 -0.4 (i1 (o

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