

Department of Mental Health Child, Adolescent, & Family Unit

Special Services Funding

The Department of Mental Health's Child, Adolescent, & Family Unit administers a fund for one-time expenses to children receiving services through a Children's Mental Health Designated Agency or a Specialized Agency. This is Global Commitment Investment funding with the goal to increase the access of quality health care to Medicaid beneficiaries. This fund is earmarked for unmet needs and service costs that, if not provided, might negatively affect overall mental health treatment stability and where no other funding source is available. Examples of such needs might include:

- Pro-social activity fees or passes
- Specialized therapy that is not covered by insurance
- Respite (that is not covered by other fund sources)
- Special evaluations (that is not covered by other fund sources)
- Camp tuition
- Personal needs
- Adaptive devices
- Supplies/equipment that support therapeutic goals

Requests for funds should originate from the Children's Mental Health Designated Agency or Special Services Agency and be directed to the Child, Adolescent, & Family Unit at the Department of Mental Health, using the identified application. It is important that all information is completed on the form and includes the Children's Director's signature (or their designee). The completed forms should then be uploaded to the Special Services folder in GlobalScape.

To assure that funding comes out of the current fiscal year, **applications for Special Services must be received by June 1st.**

If the DMH Care Manager has questions about the request, they will contact the Case Manager who completed the form. When the request is approved or denied, it will be uploaded back into the Special Services folder in GlobalScape and the DA notified.

For process status questions and updates on remaining funds, contact Joanne Crawford, the DMH/CAFU Administration Assistant at joanne.crawford@vermont.gov.

Below are the guidelines for using the Special Services Fund:

1. Child must be enrolled in Medicaid and an active client of a Children's Mental Health Designated or Special Services Agency

2. There is a limit of \$2,500 per State fiscal year, per child when using special service funding.
3. The fund is to be used only for those things for which there is no other funding source available. It is expected that alternative resources will be explored and denied prior to a request for Special Services funding.
4. Whenever appropriate, funding should be blended amongst multiple sources.
5. This fund does not limit the types of funding requests, but distributes available funds in the following priority order:
 - a) An Unmet Mental Health Treatment Need
 - b) Safety
 - c) Stability
 - d) Personal Care
 - e) Access
 - f) Self-Development
 - g) Other Needs