



North Carolina Child Medical Evaluation Program Guidelines for Clinical Assessment of Protective Parenting (CAPP) Providers

PROVIDER CREDENTIALS

The NC Child Medical Evaluation Program (CMEP) is a state-funded resource to child welfare agencies in assessing physical and mental health evidence of child maltreatment, including physical and/or sexual abuse as well as neglect. CMEP fulfills the state's obligation to provide medical and mental health based evaluations and treatment plans by a statewide network of providers. CAPP providers rostered with CMEP agree to the following terms in order to obtain and maintain their credentials with the program:

Initial Rostering Requirements

An LCSW, LMFT, LCMHC, psychologist or master's level mental health clinician that is licensed in the state of North Carolina in good standing and has met the following training requirements:

1. Two years of working with adults in a treatment setting
2. CAPP foundational training (8 hours)

On-Going Rostering Requirements

1. **10 CE's** every two years from a nationally accredited professional association in any of the following subject areas, **at least 2** of which must be in trauma theory and practice.
 - Trauma theory and practice
 - Intergenerational trauma
 - Attachment theory and parental conflict
 - Parental dynamics
 - Dialectical Behavioral Therapy
 - Prolonged Exposure
 - Cognitive Processing Therapy
 - Trauma Focused Cognitive Behavioral Therapy (TF-CBT)
2. A signed CMEP Letter of Agreement for the current fiscal year
3. Satisfactory CQI results
4. Yearly CAPP in-service training
5. Maintain active licensure and be in good standing with the licensing board

CONTINUOUS QUALITY ASSURANCE

- It is the responsibility of the CAPP provider to submit CAPP reports to CMEP. This is a requirement for reimbursement and for the purpose of providing quality oversight.
- Newly rostered CAPP providers will be considered provisional providers. Providers will remain in provisional status until the CAPP Quality Consultant team determines that they have made consistent and satisfactory advancements in the quality of their evaluations and documentation.
- Provisional providers will have, at a minimum, their first 5 evaluations reviewed by a CAPP Quality Consultant.
- Established CAPP providers will have at least 2 evaluations reviewed each year by a CAPP Quality Consultant.
- Should quality concerns be identified, CMEP will develop a progress improvement plan in collaboration with the CAPP provider on a case-by-case basis.

SERVICE PROVISION

A Clinical Assessment of Protective Parenting (CAPP) is a mental health evaluation in which the service is provided by an LCSW, LMFT, LCMHC, psychologist or master's level mental health clinician rostered with CMEP. A CAPP is requested by a county child welfare agency during the provision of an active investigation/assessment due to concerns for child maltreatment. Service provision is authorized by CMEP prior to the evaluation. Mental health providers rostered with CMEP agree to perform such evaluations under the following terms:

1. CAPP providers are responsible for ensuring that they are not engaging in practice with conflict of interest or multiple roles.
2. An NC DSS Consent/Authorization Form for a Clinical Assessment of Protective Parenting (DSS-5401) must be completed by the county child welfare agency and received by the CAPP provider prior to evaluation. It is the responsibility of the county child welfare agency to ensure that proper consent has been obtained. However, the CAPP provider must provide the DSS-5401 to CMEP to receive authorization for reimbursement.
3. A CAPP Request for Authorization must be completed by the county child welfare worker and submitted to CMEP prior to its authorization of the evaluation.
4. CMEP will authorize evaluations based on inclusion criteria set forth by NC DSS.
5. Upon receipt of CMEP's authorization to perform the CAPP, the CAPP provider has 3 business days to initiate contact with the child welfare agency to schedule the service. If the CAPP is unable to be scheduled, it is the responsibility of the CAPP provider to inform CMEP.
6. CAPP providers shall evaluate parent/caregiver referred by the county child welfare agency without regard to race, ethnicity, national origin, color, sex, sexual orientation, gender identity or expression, age, marital status, political belief, religion, immigration status, and mental or physical ability.
7. Services may be provided in a number of outpatient settings. The setting should meet general psychotherapy needs: be client and trauma focused- addressing privacy, safety, and comfortability needs. The CAPP cannot be conducted in the interviewee's home or in the community.
8. For the protection of confidentiality, integrity of the assessment and utmost safety of the interviewee, the CAPP cannot be conducted virtually.
9. CMEP does not offer malpractice insurance. CAPP providers will need to maintain independent malpractice insurance. Independent practitioners are encouraged to plan for access to legal counsel.

10. CAPP providers are expected to perform the evaluations and develop treatment recommendations in accordance with recommended best practices of APA and the provider's associated credentialing board.
11. CAPP providers must use the CAPP Structured Interview Tool and CAPP Guidebook to complete the evaluation and develop the NC CAPP Report.
12. CAPP providers may participate in a case conference when appropriate, that includes an interdisciplinary team of health care professionals and community agency representatives for the purposes of coordinating care when there is suspected maltreatment.
13. It is expected that the NC CAPP Report is sent to the referring child welfare agency within 2 weeks of the date of service.
14. The NC CAPP Report is a part of the confidential CPS record. The child welfare agency that requested the CAPP is the entity responsible for determining to whom the report should be released.
15. State basic retention policy requires all records to be maintained for a minimum of five years or until all audit exceptions have been resolved. CAPP providers must retain their records in accordance with this policy and their practice licensure, whichever is longer.
16. All CAPP documentation, including the DSS-5401, the NC CAPP Report and CAPP Checklist for Reimbursement must be sent to CMEP for reimbursement and CQI purposes with 60 days of the date of service.

REIMBURSEMENT CRITERIA

NC Division of Social Services (DSS) administers CMEP through a contractual arrangement with the University of North Carolina at Chapel Hill School of Medicine and is funded with a combination of federal and state funds. CMEP determines eligibility for payment of services by DSS. **Additional fees for services are not imposed upon clients eligible for these services** and acceptance of a referral from a county child welfare agency constitutes the acceptance of this agreement under State and Department of Human Resources contract policies.

Service	Fee
CAPP Evaluation	\$690

The CAPP includes the patient interview, report writing and interpretative conferences. There will be no fee reduction or increase due to duration.

CMEP must receive the following documentation to process claims for reimbursement:

- NC DSS Consent/Authorization Form for a Clinical Assessment of Protective Parenting (DSS-5401)
- NC Clinical Assessment of Protective Parenting (CAPP) Report
- CAPP Checklist for Reimbursement

NC DSS will pay for claims up to 60 days past the date of service.