

Area: Health Services

Subject: HS07 –Mental Health Screening/Individual Observations

Reference: 1304.24 (a)(3)(i-iv)

Policy: SCOE Head Start program Mental Health services will include a regular schedule of on-site mental health consultations. Consultants will assist staff and families on mental health issues.

Procedure:

1. A mental health professional will complete a classroom observation in each of the Head Start classrooms, Family Child Care Homes and Head Start socialization groups for home-based services. A summary of the observations will be provided to the Disabilities Supervisor.
2. A Mental Health Screening will be completed on each child within 45 days for RHS and 30 days for MHS of their enrollment by the teaching staff using the Mental Health Screening Form. If there is a concern, the teaching staff can request an individual observation and by completing a Parent Consent Form, and by contacting the Disabilities Supervisor.
3. The mental health professional will do an individual observation on the child.
4. The mental health professional will consult with Head Start Teaching staff and demonstrate techniques that help staff address the needs of children who present behavioral challenges in the classroom environment.
5. The mental health professional will meet with parents and offer recommendations and techniques that address behavior issues in the home environment.
6. The mental health professional will provide Head Start teaching staff with guidance, support and training regarding children with behavioral difficulties and their families.
7. The mental health professional will initiate an individualized child plan and provide appropriate referral(s) to county mental health services.
8. The mental health professional will monitor and assist with follow up services to children and families.
9. Teachers will fill out the Mental Health Recommendation Follow Up form after strategies have been implemented into the classroom.
10. If the strategies or suggestions implemented are not successful, the teaching staff will contact the Site Supervisor and/or the Disabilities Supervisor in order to request further support and to conduct a Child Success Team with parents and staff.

Supervised by: Disabilities Supervisor

Performed by: Head Start Teaching Staff, Mental Health Professional

Forms needed: Mental Health Screening Form, Child Concern Form, Parent Consent for the Mental Health Observation, Mental Health Recommendation Follow Up, COPA Referral Notification may be electronically submitted.

Frequency: Ongoing