TEXAS Department of State Health Services

# Youth Empowerment Services (YES) Waiver Enrollment Process

Inquiry List
***[See policy 2200.1]***

- Add name and contact information to Inquiry List.
- Contact LAR within one business day to provide program information about the YES Waiver.

If family not interested, or no phone call response within seven business days, send **Letter of Withdrawal**.

Demographic Eligibility?

NO

Within seven business days:

- Send **Denial of Eligibility** letter and **Fair Hearing Request** form.
- Provide referrals to other services, including LMHA in individual's county of residence.

YES

Within seven business days:

- Licensed Professional of the Healing Arts (LPHA) meets with individual and LAR to complete the Child and Adolescent Needs and Strengths (CANS) assessment.
- Utilization Management authorizes individual into LOC–YES.
- Complete the **Clinical Eligibility Determination Form** and the **Enrollment Packet** *(except the **Authorization of Services** letter)*. http://www.dshs.state.tx.us/mhsa/yes/ ***[See policy 2000.2]***

- TRR Services can begin. [25 TAC 412.322; 25 TAC 412.407]
  - Wraparound Facilitator assigned within two business days.
  - First face-to-face meeting occurs within seven business days.

Within five business days, enter clinical eligibility documentation into CMBHS.

Does individual have Medicaid?

NO

See Enrollment Process for Individual without Medicaid

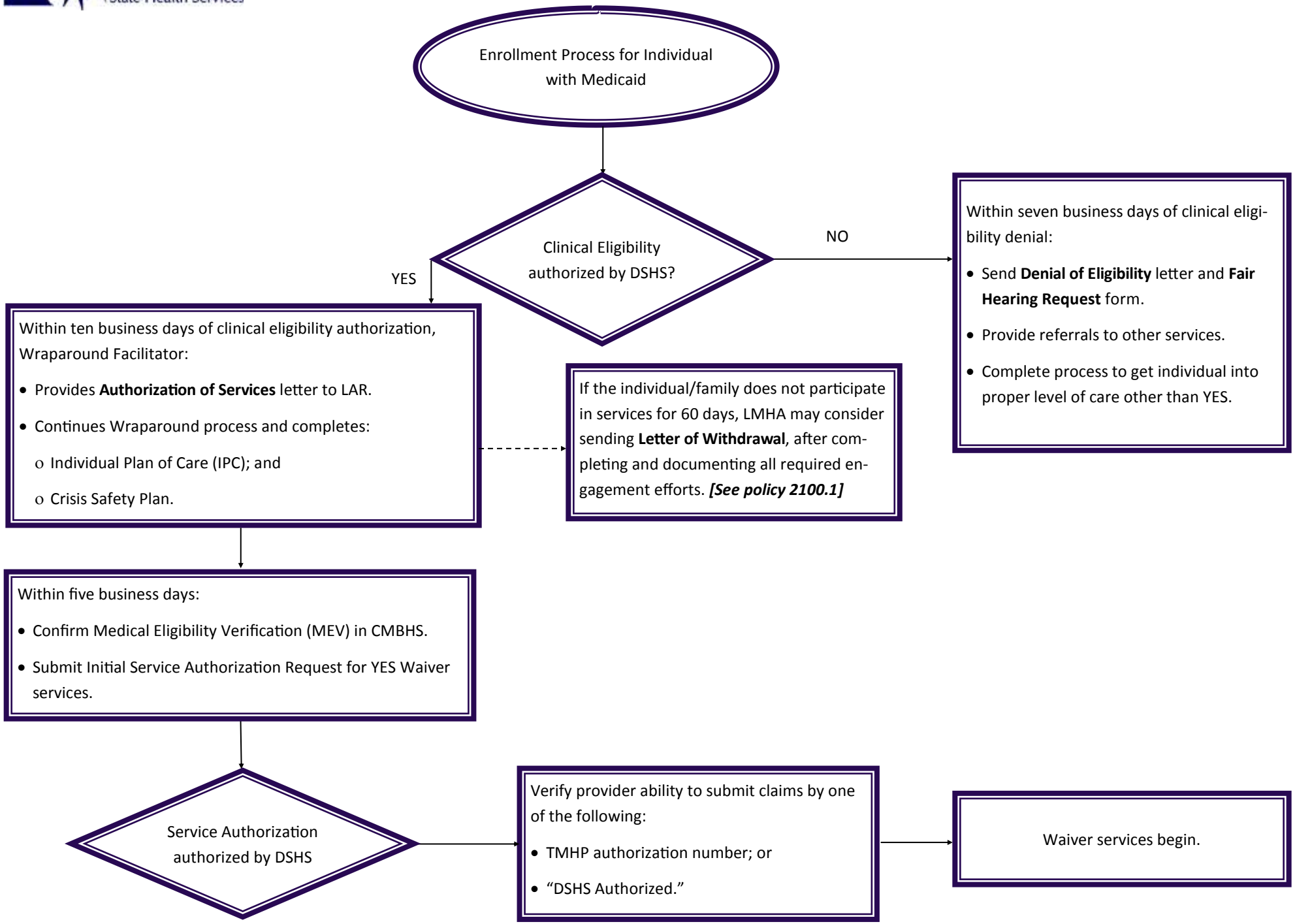
YES

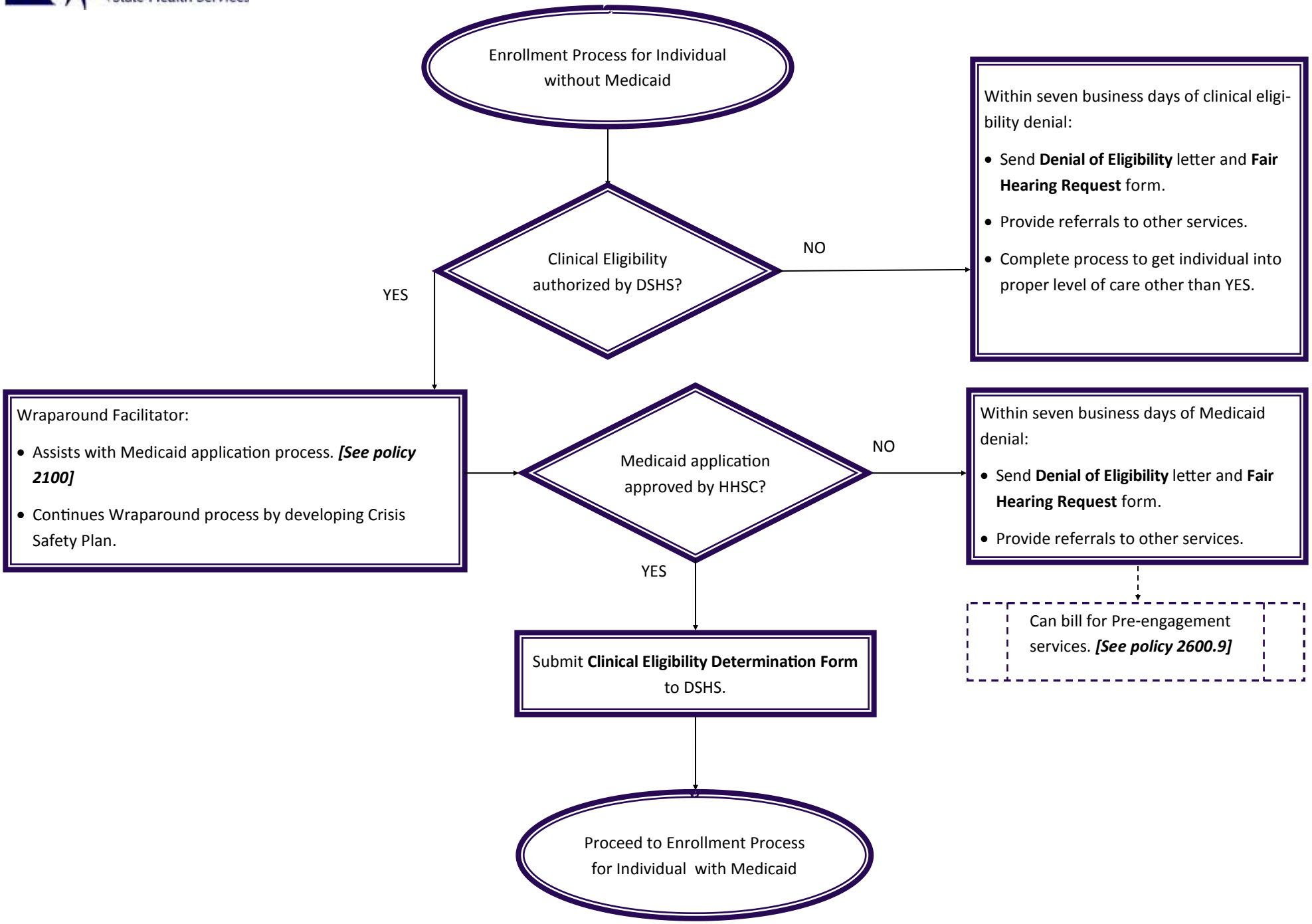
See Enrollment Process for Individual with Medicaid

If no response from LAR after two phone calls and two letters within 30 calendar days, send **Letter of Withdrawal**.

TEXAS Department of State Health Services

# Youth Empowerment Services (YES) Waiver Enrollment Process



TEXAS Department of State Health Services

# Youth Empowerment Services (YES) Waiver Enrollment Process