

	<b>JUSTICE AND PUBLIC SAFETY CABINET DEPARTMENT OF JUVENILE JUSTICE POLICY AND PROCEDURES</b>	<b>505 KAR 1:100 REFERENCES:</b>
<b>CHAPTER: Admissions</b>		<b>AUTHORITY: KRS 15A.069</b>
<b>SUBJECT: Out-of-State Placement</b>		
<b>POLICY NUMBER: DJJ 207</b>		
<b>TOTAL PAGES: 2</b>		
<b>EFFECTIVE DATE: 4/05/2019</b>		
<b>APPROVAL: Carey D. Cockerell</b>		<b>, COMMISSIONER</b>

**I. POLICY**

Referrals for out-of-state purchase of care may be initiated if there are no resources within Kentucky to meet the youth’s specific treatment needs.

**II. APPLICABILITY**

This policy shall apply to all youth committed to the Department of Juvenile Justice who are being referred for out-of-state placement.

**III. DEFINITION**

Refer to Chapter 200.

**IV. PROCEDURE**

- A. Referrals for the placement of a youth to an out-of-state residential facility shall be made through supervisory channels of the Classification Branch and approved by the Administrative Transfer Request (ATR) committee.
- B. Prior to an out-of-state placement, the Classification Branch Manager or designee shall complete a diligent search process to all appropriate in-state private child care providers and residential psychiatric hospitals. If the youth is rejected by all appropriate in-state child care provider and residential psychiatric hospitals, the Classification Branch Manager shall obtain a written rejection from all sources and document the rejections.
- C. The Classification Branch Manager or designee shall obtain approval for out-of-state referral from the Commissioner or designee.
- D. The Classification Branch Manager or designee shall collaborate with the Treatment Team and the case manager for the Managed Care Organization (MCO) to make the referral to out-of-state residential program or psychiatric hospital.

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- E. Once notification of acceptance has been received by the Classification Branch Manager or designee the following is required:
1. The Classification Branch Manager or designee shall contact the Deputy Compact Administrator to complete the required Interstate Compact Placement of Children (ICPC) referral and coordinate transportation.
  2. Upon notification that the placement has been approved and the financial arrangements are finalized, the Juvenile Service Worker (JSW) shall schedule a court hearing in compliance with KRS 615.030. A copy of the court calendar listing the results of the court hearing shall be transmitted to the Compact Administrator.

**V. MONITORING MECHANISM**

The Division of Program Services and the Division of Placement Services shall ensure that on-site monitoring of the out-of-state purchase of care facility maintains a valid Kentucky Medicaid License.