



SOCIALLY NECESSARY SERVICES TOOL Tutoring (375)
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Provider:		Provider's Consumer ID:	
Consumer FACTS #:		Consumer Medicaid #:	
Review Date:		Reviewer Name:	
Consumer Name:			

Purpose: The *Review Tool* is a part of an integrative review process that evaluates/assesses technical compliance and the administrative application of Socially Necessary Services (SNS) by contracted providers. The *Review Tool* is a resource utilized to further enhance the collaborative efforts of the Bureau for Children and Families (BCF), KEPRO, and the SNS provider community in the delivery of quality services. The *Review Process* is applicable to **all** SNS providers and all BCF case types.

1.	For the period under review does the service meet Admission Criteria? (NOTE: If zero, then all questions are scored zero)	3	0		
2.	For the period under review does the service being provided meet the service definition? (NOTE: If zero, then all questions are scored zero)	3	0		
3.	Is this provider qualified to provide the requested services? (NOTE: If zero, then all questions are scored zero)	3	0		
4.	During the period under review are records of the service kept? (NOTE: If zero, then all questions are scored zero)	1	0		
5.	During the period under review does the documentation support the duration and frequency of the service provided?	3	2	1	0
6.	During the period under review is the consumer's response (participation) and progress (goal achievement, grades) to intervention documented?	3	0		
7.	During the period under review was the child attending school?	1	0		
8.	During the period under review are all records/monthly summaries kept and signed by appropriate/licensed/ credentialed staff: <ul style="list-style-type: none"> • identified need • service to address the need • how service is improving performance • barriers and/or progress towards goal achievement • unmet needs • MDT review, steps taken to put IEP in place • level of consumers participation • signed by appropriate staff • monthly summary submitted to DHHR worker by 10th of following month 	3	2	1	0