



# MCAT/Coaches Initiative Information Packet

Enclosed are the following documents to support participation in the MCAT/Coaches Initiative:

- MCAT Information for Local Team Members / Points of Contact / Families explaining what MCAT is and who is involved.
- MCAT Process Checklist to support the Local Team Point of Contact with the completion of the steps in the MCAT process.
- "What is an OCALI Multi-System Youth and Family Coach?" A Brief for Case Managers.
- Referral to MCAT, outlining the referral process steps.
- MCAT Referral Form to request a MCAT Intensive Case Review, with an eligibility checklist.



# Information for Local Team Members / Points of Contact / Families

## What is the MCAT?

The purpose of the MCAT project is to develop and coordinate a comprehensive approach to address the complex needs of youth with IDD and their families to prevent a crisis before it occurs. The MCAT approach features a team of multi-disciplinary experts available to conduct an Intensive Case Review to learn more about a youth, as well as hear from the family and local team members supporting the youth. The Intensive Case Review will then result with the MCAT offering a set of recommendations supporting the family and local team to address the intricate underlying needs of the whole child.

## Why participate in the MCAT?

The MCAT Intensive Case review will provide an opportunity to share a youth's case to a panel of experts in the areas of psychology, psychiatry, medical, occupational therapy, speech and language, trauma, autism, educational programming, and future and transition planning. The review will provide an in-depth look at the youth's strengths, challenges, needs, and journey in the areas of medical and physical health, mental health, resilience, sensory and regulation, safety, communication, education, social and emotional, and future and transition planning. Additionally, the panel will explore the information gathered through the referral process to develop recommendations, strategies and interventions, tools, and resources addressing the priority areas identified to help the youth with reaching their highest potential, as well as assist the family and Local Team with implementing the suggestions offered.

## Who is involved with the MCAT?

The MCAT process is supported through the efforts of many, each serving in a specific role to achieve the desired outcome of developing, providing, and implementing recommendations to further support and address the unique needs of the youth with IDD and the youth's family.

### **Complex Needs Team, Ohio Department of Development Disabilities (DODD)**

- Supports the Local Team and family with understanding the MCAT and benefits of an Intensive Case Review; Engages with the OCALI's MSNC Regional Coach Manager to review the 15-minute video and other supporting documentation with Local Team and family which explains the MCAT/OCALI Multi-System Youth and Family Coach (MSY&F Coach) process; Initiates the MCAT referral process on behalf of the Local Team and family; As needed, participates in the Intensive Case Review and engages in the review of the MCAT Recommendations.

### **Local Team Point of Contact**

- Serves as the lead to address, complete, and actively participate in the MCAT process.

### **Local Team Members**

- Support the Local Team Point of Contact by providing referral information requested; Actively participate in the dialogue with the MCAT during the Intensive Case Review; Engage with the family and others in the review of the MCAT recommendations and the development of a plan for implementation.

### **Family**

- Participates in the MCAT process by completing a Family Story Interview prior to the MCAT Intensive Case Review with OCALI's MSNC, either through a recorded interview or filling out the Family Story form; Supports the Local Team Point of Contact by providing referral information requested; Engages with the team in the review of the MCAT recommendations and development of a plan for implementation; Connects with OCALI MSY&F Coach for support with implementing the recommendations plan.

### **MCAT Panel of Experts**

- Conduct an Intensive Case Review; Reviews referral information and supporting documentation; Listens to the Family Story Interview; Dialogues with the Local Team; Develops a set of recommendations based on the information learned to address the intricate underlying needs of the whole child.

### **OCALI's Multi-System Navigation Center (MSNC)**

- Manages the MCAT process and steps noted below upon receiving the referral..

### **OCALI's Multi-System Youth & Family (MSY&F) Coach**

- Follows assigned case through the final steps of the MCAT process; Engages with the team and family during the review of the recommendations and the development of a plan for implementation; Assists and mentors the family with implementation of recommendations offered.

## What steps need to be completed to support the MCAT process?

The MCAT Intensive Case Review is supported by the completion of the following steps by the Local Team with guidance from the OCALI's MSNC Team and DODD's Complex Needs Team.

Step 1: Referral Submission (View 'About MCAT Video' and Agree to Participation)

Step 2: MCAT Intensive Case Review Confirmation

Step 3: MCAT Referral Information and Family Story Interview Completion

Step 4: MCAT Intensive Case Review Session – Local Team Presentation

Step 5: MCAT Recommendations Report – Review / Develop Implementation Plan

Step 6: MCAT Feedback Survey

### Additional Resources:

- **MCAT Process Checklist** supports the Local Team Point of Contact with completion of the steps. As noted above, the Local Team Point of Contact will be responsible for the completion of the MCAT steps on behalf of the youth, family, and Local Team Members.
- **“What is an OCALI Multi-System Youth and Family (MSY&F) Coach?”** FAQ provides more information about the role of the MSY&F Coach.
- **Referral to MCAT.** Outlines the steps in the MCAT referral process.
- **MCAT Referral Form.** Complete to request an Intensive Case Review.



# MCAT Process Checklist

The checklist below is intended to support the Local Team Point of Contact with completion of the steps in MCAT process. **The Local Team Point of Contact will be responsible for completing the MCAT steps on behalf of the youth, family, and Local Team Members.** OCALI's MSNC Team and DODD's Complex Needs Team will be available to support the Local Team Point of Contact through these steps.

## Step 1: Referral Submission

Review and follow the steps outlined on the Referral to MCAT and MCAT Referral Form included with this information packet.

## Step 2: MCAT Intensive Case Review Confirmation

Receive and review the MCAT Intensive Case Review session date, MCAT Follow Up meeting date, and supporting information from OCALI's MSNC team.

Invite participating Local Team Members to the session and confirm attendance.

- All team members must be familiar with and able to respond to questions about the youth (per area of expertise and involvement).
- Teacher or related service person from school or educational program recently or currently involved with the youth required to attend.
- Strongly encourage the participation of team members, including Family and Children First Council, OT, SLP, Mental Health clinician, family counselor, and Behavior Specialist team members.

Provide contact information for the family to OCALI's MSNC team. The MSNC Team will schedule and complete Family Story Interview. The family will not be present during the Intensive Case Review session, instead interview shared with the MCAT as part of the Intensive Case Review.

## Step 3: MCAT Referral Information Completion

Receive assigned MCAT case number and instructions to access and complete referral information requested.

Complete the MCAT Referral Information Form as requested by due date.

Connect with Local Team members, professionals, and family to respond to each section in the MCAT Referral Information Form providing detailed information.

Provide supporting documentation (i.e., TA, IEP, ETR, Evaluations, Progress Notes) as requested through a secured SharePoint.

Gather youth video per guidelines provided and prepare to share during the Local Team presentation with the MCAT.

- The video should be recorded by the family or collected in agreement with the family and shared with the Local Team to present during the MCAT Intensive Case Review. It should be no more than 5 minutes and capture the youth engaged in (preferred) activity or area of interest.

Address questions from OCALI's MSNC team promptly.

#### **Step 4: MCAT Intensive Case Review Session – Local Team Presentation**

Receive MCAT Intensive Case Review virtual meeting link and agenda at least one week prior to the scheduled session.

Share MCAT Intensive Case Review virtual meeting link and agenda with participating Local Team members included on the referral form. As a reminder, the family will not be present during the session.

Attend the MCAT Intensive Case Review session at the scheduled date/time.

- Session will be recorded, and the recording made available to ONLY the MCAT Panel for a brief period after the Intensive Case Review to support development of recommendations.

Present an overview about the youth and dialogue with the MCAT guided by the youth's strengths, challenges, and needs in the following domains: Medical and Physical Health, Mental Health, Resilience, Sensory and Regulation, Safety, Communication, Educational, Social and Emotional, Family Support, and Future and Transition Planning.

Share video of youth during overview.

#### **Step 5: MCAT Recommendations Report**

Receive recommendations approximately one week after the MCAT Intensive Case Review.

Download and review the MCAT Recommendations Report.

Share MCAT Recommendations Report with Local Team members and family.

Attend scheduled MCAT Follow Up session to review the report, address questions about the recommendations offered, and meet the assigned OCALI's Multi-System Youth and Family (MSY&F) Coach available to assist the family to understand and implement recommendations in the home. Note: Only Local Team Point of Contact attends MCAT Follow Up session.

Organize a meeting with the Local Team members, family, and MSY&F Coach to review the recommendations and develop a plan for implementation.

#### **Step 6: MCAT Feedback Survey**

Receive feedback survey link. Provide input on the process and experience as requested.

# “What is a Multi-System Youth and Family Coach”



## A Brief for Case Managers

### **What is an OCALI Multi-System Youth and Family Coach?**

- The OCALI Multi-System Youth and Family (MSY&F) Coach is an agency-neutral professional role to empower families and youth with complex support needs in collaboration with the other team members.

### **When Does the Coach Become Involved?**

- Engagement with the youth, family, and local team begins following the MCAT Panel Review and Recommendations.
- Coaches can remain involved for an indefinite period based on family and youth need, desire, and availability for coach services.

### **What is the Coach’s Role?**

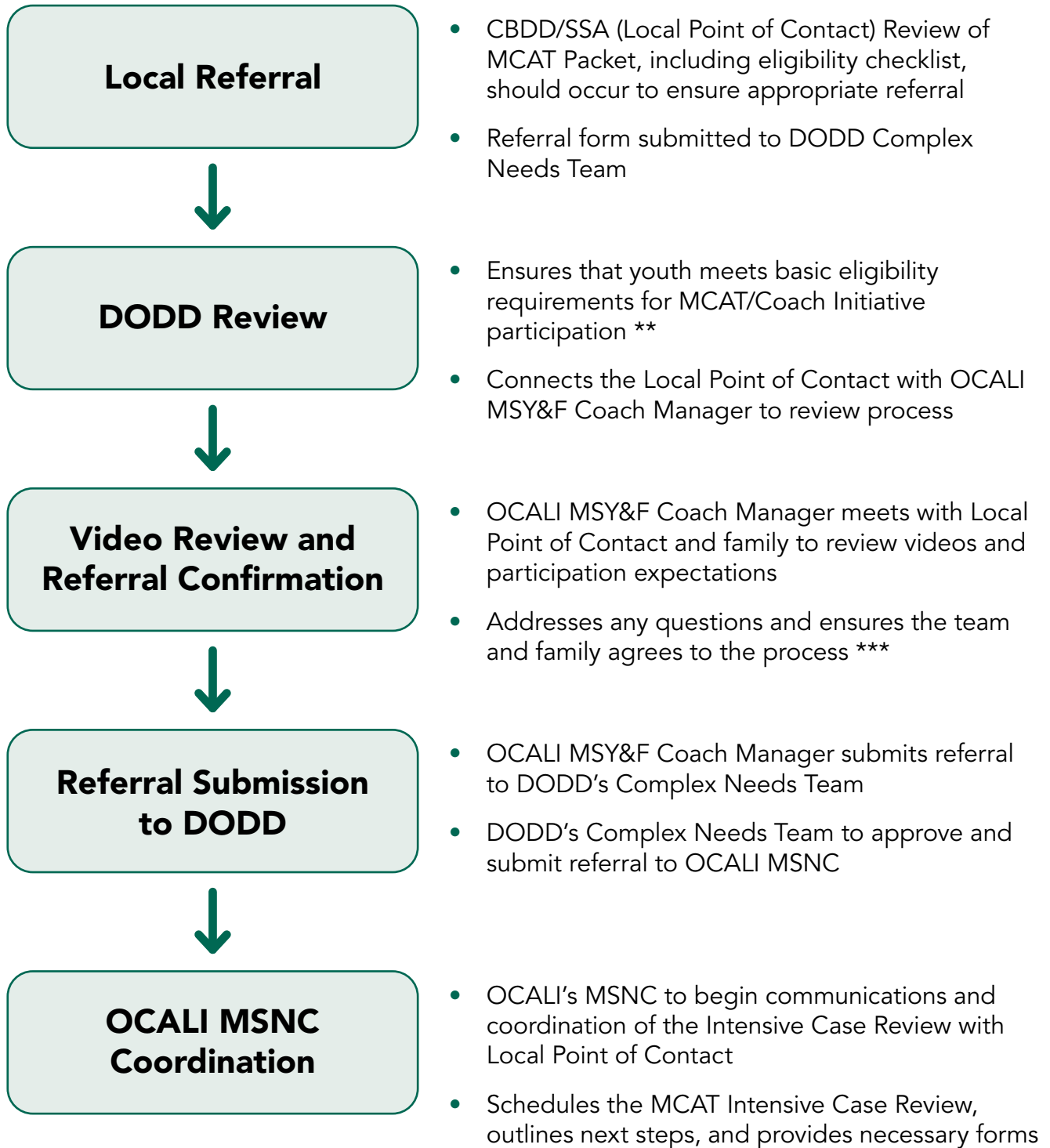
- Coaches are a temporary part of a collaborative system of support for the family and youth.
- Coaches serve a unique role and do not replace or duplicate other team members’ roles.
- Coaches empower families and teams with educational opportunities and resources to better understand and support the unique needs associated with their youth.
- Coaches assist in the assessment, personalization, and implementation of strategies and supports, with a focus on those offered in the MCAT recommendation report.
- Coaches do not provide direct service, such as HPC, respite, counseling, or service coordination.
- Coaches are not a crisis management service but instead work proactively to prevent crisis.
- Coaches help the youth and family create a foundation for a safe and regulated home life and meaningful community involvement.

### **Tell Me a Little More About Coach Engagement.**

- The Coach role is directed to the youth and family.
- Coaches strive to develop trust and a sense of safety with the family and youth.
- Coaches can focus intensely on youth and families to understand the big picture and uncover underlying factors that contribute to the youth’s distressed and unsafe behaviors.
- Coaches develop plans that guide engagement with the family and team through the lens of the MCAT Recommendations.
- Coaches work with the team to help the family and youth connect with needed resources.

- Coaches help the family to learn about and understand what their child needs to be safe and regulated in the home and community.
- Coaches explain and model strategies and interventions for families in their homes.
- Coaches may visit and observe in multiple environments (school, home, community, etc.).
- Direct support staff may learn alongside the family when the Coach is teaching the family about strategies and interventions.
- Coaches assist the County Board of Developmental Disabilities Point of Contact to facilitate a team review and prioritizing of the MCAT recommendations.
- Coaches attend team meetings.
- Coaches work both in-person and virtually.

# Referral to MCAT



\*\* - DODD Review can result in referral being escalated to DODD Complex Needs Team support or sent back to local resources rather than proceeding with MCAT/Coach Initiative if referral is not appropriate.

\*\*\* - OCALI MSY&F Coach Manager can escalate to DODD's Complex Needs Team if referral needs more attention, or refer back to local team if family does not feel it's appropriate after learning more.

# MCAT Referral Form

## Step 1: Complete Referral Form

County Board of Developmental Disabilities requesting referral for youth:

SSA/Local Point of Contact:

Email:

Date of Referral:

Youth Name:

DOB:

Home County:

### Youth criteria for participation in the MCAT Intensive Case Review:

Youth currently involved in Care Coordination (Service Coordination, Wraparound Services)

Youth with Intellectual/Developmental Disability (IDD)

Please list all diagnosis:

Youth lives at home with family/guardian.

Youth is between the ages of 5 - 21.

Youth is connected to educational programming.

Youth's team regularly meets to support plans for family and youth.

Provide a brief description of the challenges that have led you to seek assistance through the MCAT process:

Provide a brief description of the efforts that have been made by the family and team to support this youth's needs thus far:

Other Notes:

**Step 2: Submit Referral Form**

Please submit the completed referral form using a secure email method to DODD Complex Needs Team at [MCATSupport@dodd.ohio.gov](mailto:MCATSupport@dodd.ohio.gov).

**Step 3: Review/Approval**

The following review and approval checklist will be utilized by the designated individuals listed to facilitate the referral submission process.

<b>Review/Approval Checklist</b>	<b>Date</b>
Step 1: DODD Complex Needs Team receives and reviews referral form from Local Team Point of Contact.	
Step 2: Case referral review with OCALI MSY&F Coach Manager.	
Step 3: If team and family agree to participate, OCALI MSY&F Coach Manager sends referral to DODD Complex Needs Team.	
Step 4: DODD Complex Needs Team approves referral and sends it to OCALI MSNC to initiate the MCAT Intensive Case Review Process.	