

Background

The Children and Youth with Complex Needs (CYCN) Initiative supports families by serving as a single access point for services delivered from a number of ministries. CYCN fosters collaborative planning and service coordination for the benefit of children and youth with complex needs who require significant *extraordinary* services and supports due to the unique nature and severity of their impairment(s).

Who are these children and youth?

These children require extraordinary services from more than one ministry and in many cases from various service sectors. Those who require such services include children and youth:

- with multiple impairments
- complex mental health and health issues and/or severe behavioural needs;
- for whom all currently available resources have been utilized with limited success; and
- who require fiscal and human resources that strain the capacity of any one ministry.

When can a child or youth with complex needs be referred for a Regional Review?

Local cross sector teams are the critical entry point and component to the Complex Needs cycle. They support comprehensive case management for children and youth in their area. At the point that this local team has met and determined they need additional support to develop and/ or implement extraordinary elements of the coordinated service plan, then a referral to the Regional Review Team can be made.

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Eligibility for Review

A case is eligible for a regional integrated case management review if all of the following criteria apply:

The child or youth:

- is less than 20 years of age as of September 1; **and**
- has one or more disabling condition(s) that severely impairs his/her ability to participate in daily activities at home, in school and in the community; **and**
- requires *extraordinary* care and services from more than one ministry; **and**
- requires a high degree of service coordination because of the complexity of the variety and intensity of services required; **and**

A minimum of one (1) of the following conditions must apply. The local programs and services:

- cannot provide the *extraordinary* combination and level of services the child requires; or
- do not have sufficient resources to provide the combination and level of services the child requires or
- are prevented by mandate/policy from providing the combination and level of services the child requires.

All decisions to refer a child or a youth's case for regional review are driven by the need for collaborative planning and coordination among multiple service organizations.

Referral continued...

Before requesting a referral for a Regional Review, the local cross-sector team must ensure that:

1) They have met to discuss and develop strategies to address the child or youth's complex needs AND tried to develop an coordinated service plan without success, and agree to request a Regional Review;

2) All local resources have been exhausted by exploring, with their managers, all services, programs, funding sources and extraordinary case funds available from their ministries, authorities and/or involved organizations including private or employee benefits plan held by the family;

3) They have determined that, without an adequate coordinated service plan, the child, youth, family or member of the public will be at risk;

4) They have determined that the child or youth has a guardian who is willing to participate in a Regional Review and in the development of a coordinated service plan; and

5) They have identified a Case Manager from the service providers involved with the family. The Case Manager completes the referral form and coordinates local cross sector team meetings to monitor the coordinated service plan if CYCN supports are approved.

6) The local cross sector team will be responsible for the creation and maintenance of the child or youth's coordinated service plan and submit it to the Regional Review Team as needed.



Who can make a Referral?

If CYCN eligibility criteria are met, a request for a referral to the Regional Review Team is made by a **service provider involved with the child or youth** (from Alberta Health Services, Education, Children and Youth Services) on behalf of the local cross sector team.

The person making the referral is referred to as the case manager for the child or youth and acts as the contact point between the local cross sector team including the parents/guardian and the Regional Support Coordinator/Regional Review Team.

NOTE: A parent/guardian cannot make a request for a referral to the Regional Review Team directly.

Partners

The following ministries are working together with Alberta Health Services regional offices, school authorities, child and family services authorities, contract agencies and communities, to provide support to the CYCN Initiative:

- Alberta Children and Youth Services;
- Alberta Education;
- Alberta Health and Wellness.

CYCN provides a collaborative process to discuss and address complex needs, however each service provider on the local cross sector team determines their program's involvement and ability to contribute services, supports and resources to the coordinated service plan.

Additional Information

For additional information or clarification on the:

- review process and conditions,
- parent/guardian consent form,
- team review referral form,
- sample service plans, or
- relevant assessments/reports

Contact

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