



# SUPREME COURT OF APPEALS OF WEST VIRGINIA

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## Juvenile Mental Health Screening Policy Division of Probation Services

### 1. Introduction

#### 1.1 Overview

The Supreme Court of Appeals of West Virginia (“the Court”) through its Division of Probation Services (“DPS”) establishes this policy pursuant to the agreement between the State of West Virginia, the Department of Health and Human Resources (DHHR) and the United States Department of Justice Agreement signed in May 2019. This pertains to children in the child welfare and juvenile justice systems, as well as those children with Serious Emotional Disorders (SED). As a result, this Policy applies to all Probation Officers (POs) who work with juveniles.

The Agreement requires West Virginia to develop an Implementation Plan that describes the actions the State will take to uphold its obligations regarding each program listed in the Agreement. One such program is “Mental Health Screening Tools and Processes.” One of the Goals of the Implementation Plan is as follows:

“West Virginia will ensure that a mental health screening using an approved screening tool is completed for any child not already known to be receiving mental health services when the child enters DHHR Youth Services, the child welfare system, or the juvenile justice system; or when the child or family requests mental health services or that a screen be conducted.”

Screening for possible mental health needs is a critical first step for the State of West Virginia in identifying children for further evaluation to determine treatment needs, with subsequent referrals to appropriate home and community-based services. To help ensure a broad reach to children statewide who could benefit from behavioral and mental health services, Probation Officers from the Division of Probation Services will complete a screening of children on probation.

Children with an identified potential mental health need (i.e., positive screening) will be referred to the Administrative Services Organization (ASO) for additional evaluation and referral to home and community-based services.

Address any questions regarding this policy to the Director of DPS (or designee). This policy is guidance for Probation Officers, and does not create or confer any right, privilege, or benefit for any person, party or entity. This policy is subject to modification by the DPS, and any updates shall be communicated to the Probation Offices in a timely manner.

#### 1.2 Purpose

The purpose of this Policy is to outline the process for screening juvenile justice youth for mental health needs that will assist in identifying candidates for the Children with Serious Emotional Disorder (CSED) Waiver or other appropriate home and community-based

services to reduce the risk of out of home placements. In addition, responses to this screening may assist with case management and identifying services needed for each youth.

### **1.3 Applicability**

Probation Officers shall conduct the universal Massachusetts Youth Screening Instrument (MAYSI-2) at the intake phase when a youth, age 17 or younger, is placed on formal probation.

### **1.4 Terms**

This policy uses the following defined terms:

- a. ***Children with Serious Emotional Disorder (CSED)*** - Children ages 3 to 21 who currently, or at any time in the past year, have had a diagnosable mental, behavioral, or emotional disorder of sufficient duration to meet the diagnostic criteria specified within the current Diagnostic and Statistical Manual of Mental Disorders which results in functional impairment that substantially interferes with or limits the child's role or functioning in family, school and /or community activities.
- b. ***CSED Waiver Program*** - The CSED Waiver's primary goal is to support children with serious emotional disorders (SED) by helping to keep them with their families, in the home and with a support network while receiving the services they need to improve their outcomes. The current ASO that reviews the CSED Waiver Applications is Kepro. The CSED Waiver permits the State of West Virginia to provide an array of Home and Community Based Services (HCBS) that enables children who would otherwise require institutionalization to remain in their homes and communities.
- c. ***Kepro*** – West Virginia's current Administrative Services Organization (ASO). Kepro is responsible for facilitating the process of completing additional evaluations and eligibility determination for the CSED Waiver.
- d. ***MAYSI-2*** - A brief behavioral health screening tool designed especially for juvenile justice programs.

## **2. Mental Health Screening Tool**

### **2.1 MAYSI-2**

- a. The approved mental health screening tool to be utilized by the Supreme Court, DPS is the ***Massachusetts Youth Screening Instrument (MAYSI-2)***

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- b. The MAYSI-2 is normed on youth ages 12 through 17. It is a 52-question, yes/no self-report inventory that generally takes youth 5 to 10 minutes to complete and approximately 3 minutes for the PO to score. The tool will identify any youth who might have serious, urgent behavioral health needs. The MAYSI-2 does not diagnose and should not be used to make treatment decisions.
- c. The MAYSI-2 asks youth if they have experienced various thoughts, feelings or behaviors in the past few months. The answers will provide scores on the following 7 scales:
  - 1. Alcohol/Drug Use
  - 2. Angry/Irritable
  - 3. Depressed – Anxious
  - 4. Somatic Complaints
  - 5. Suicide Ideation
  - 6. Thought Disturbance
  - 7. Traumatic Experiences

### **2.2 Requirements**

- a. The DPS will use the paper-and-pencil administration of the MAYSI-2.
- b. Each county probation office will receive one MAYSI-2 Manual to be used by all in that office. The Chief Probation Officer of that Circuit will designate one PO to complete the registration form, located in the manual, and email it to [nysap@umassmed.edu](mailto:nysap@umassmed.edu). (Do not fax as indicated on the form.)
- c. The registration form confirms that the PO understands that s/he may print unlimited copies of the MAYSI-2 Questionnaires and Scoring forms, but may not photocopy the Manual itself, among other conditions of proper use.

### **2.3 Training**

- a. POs do not need to have a specific degree or training to administer the MAYSI-2. However, it is required that the PO read the MAYSI-2 Manual and review information on the National Youth Screening & Assessment Partners website ([www.nysap.us/maysi2/index.html](http://www.nysap.us/maysi2/index.html)). Questions about administration or scoring of the MAYSI-2 should be directed to them as well.
- b. Virtual training on the CSED Waiver will be made available for Probation Officers by Kepro.

### 3. Procedure

#### 3.1 Screening

- a. During the Intake of a youth on formal probation, the PO will give the screening questions and score sheet to the juvenile for a self-assessment. If the PO is aware of a learning disability or it appears the juvenile is having trouble reading the questions, the PO is to read the questions aloud to the youth. (A Second Screening, mentioned in the instructions, is not necessary.)
- b. When the juvenile has completed the screening, s/he will give the score sheet to the PO for scoring.

#### 3.2 Waiver Eligibility

- a. If the juvenile has 2 or more “Caution” scores **or** any “Warning” score, the screening will be considered a “positive screen,” a CSED waiver application (Attachment #1) is to be completed by the parent/guardian. If the parent/guardian needs assistance with completion of the form, the PO will assist, however it must be signed by the parent/guardian. In addition, the parent and Probation Officer will need to complete the consent to release form specific to Kepro. (Attachment#2) This form will need to be put on the Officer’s letterhead so that their contact information is readily available.
- b. The parent/guardian has a right to refuse to complete or sign the waiver and/or consent form. In these situations, the PO is to notify the Youth Services Worker, if one is assigned, of the score and the refusal.
- c. If the parent/guardian is interested in pursuing services and signs the completed CSED Waiver application, the Probation Office will then fax the CSED Waiver Application and consent form directly to Kepro at (866) 473-2354 or via email at [wvcsedw@kepro.com](mailto:wvcsedw@kepro.com). The application can be found online at <https://dhhr.wv.gov/bms/Programs/WaiverPrograms/CSEDW/Pages/SED.aspx>.
- d. Once received, Kepro will continue the evaluation process to further assess the juvenile for specific services. Timely access to service will be monitored by DHHR.
- e. If you believe the juvenile is in imminent danger to him/herself or others prior to services being put in place, you are to contact the Bureau for Social Services (BSS) Youth Services worker, if one is assigned, and the WV Children’s Crisis and Referral Line (CCRL) at 1-844-HELP4WV (1-844-435-7498). More CCRL information can be found online at <https://www.help4wv.com/ccl>.

### **3.4 Data Collection**

- a. Each PO will enter the MAYSI-2 results into the appropriate database.
- b. Information to be collected is as follows:
  1. Date juvenile was screened using the MAYSI-2
  2. Youth demographics
  3. Name of parents
  4. County of supervision
  5. OCMS identifiers
  6. Whether the juvenile screened positive and is thus eligible for additional evaluation for CSED Waiver or other home and community-based services
  7. For positive screens, whether a referral to Kepro was completed (i.e., CSED Waiver application submitted)
  8. Date of referral to Kepro (if applicable)