

## Information for All Hospital Providers Children's Behavioral Health Procedures

Hospitals in either inpatient, emergency or outpatient departments may encounter children and youth with behavioral health issues that vary in severity. This document includes information about the services that may be available through the Children's Behavioral Health System and procedures for accessing those services.

The Children's Behavioral Health website has extensive contact and referral information at:

<http://www.maine.gov/dhhs/ocfs/cbhs/index.shtml>

1. **Children's Behavioral Health (CBH).** This is a division within the Office of Child and Family Services (OCFS) at the Department of Health and Human Services (DHHS). Staff at **CBH** may be involved in providing information, referral support, quality oversight and prior authorization of some services for children receiving MaineCare. Staff are located in different parts of the state and some have different functions. It is important to maintain consistent contact with the CBHS staff person so that we can better serve you.  
**\*\*\*\*\*Hospitals, please identify a person who will be the contact from your facility and who will be responsible for all communication to avoid confusion or duplication. If there is a need for communication over extended periods, across shifts, please ensure that staff are fully updated.\*\*\*\*\***
2. **Maine Statewide Crisis Services:** This is the gateway and first point of contact for inpatient admission to a psychiatric hospital or a crisis unit. **Please do not contact Children's Behavioral Health at this point.** If a child or youth presents with a behavioral health crisis involving harm or threats of harm to self or others, please contact the **Maine Statewide Crisis Services Hotline at 1-888-568-1112.** Crisis providers will want to perform an assessment and may attempt to resolve the crisis in person or over the telephone.
3. **Case Management, Home and Community Based Services, and Outpatient Services.** If you have questions about these services, you may contact CBHS staff connected to the county where the child or youth resides:
  1. **District 1 (York County)**  
**Michelle Armstrong**  
Phone: (207) 822-0243;  
Email: [michelle.armstrong@maine.gov](mailto:michelle.armstrong@maine.gov)  
FAX: (207) 822-2358
  2. **District 2 (Cumberland County)**  
**Lisa Salger**  
Phone: (207) 822-0249;  
Email: [lisa.salger@maine.gov](mailto:lisa.salger@maine.gov)  
FAX: (207) 822-2358

1-800-482-7520

TTY: 822-0272

Or Districts 1 or 2 at: Phone: 1-800-492-084; TTY: (207)822-0272

3. **Districts 3, 4 & 5 (Kennebec, Somerset, Androscoggin, Franklin, Oxford, Sagadahoc, Knox, Lincoln, and Waldo Counties)**

**Lynn Dorso**

Phone: (207) 624-7901;

Email: [lynn.dorso@maine.gov](mailto:lynn.dorso@maine.gov)

1-800-866-1814

FAX: (207) 624-7970

TTY: Maine relay 711

4. **Districts 6, 7, and 8 (Aroostook, Hancock, Penobscot, Piscataquis, and Washington Counties)**

**Judy Demerchant**

(207) 493-4135;

Email: [judy.demerchant@maine.gov](mailto:judy.demerchant@maine.gov)

1-800-432-7366

TTY: Maine relay 711

Or Districts 6, 7, and 8 at: 1-800-432-7366 (Caribou Office);1-800-963-9491 (Bangor Office)

5. **Case Management Services** (Section 13 of MaineCare). You may want to check with the family to see if they already have a Case Manager and, if not, you may want to suggest a referral for Case Management. The case manager will work with the family to assist with the coordination and advocacy of services for the child. They provide an intake and assessment for eligibility, an Individual Care Plan (ICP) detailing the strengths and needs of the child and the services necessary to address these needs.
6. **Outpatient Treatment** (Section 65 of MaineCare). Counseling or therapy provided by a licensed therapist in the therapist's office or in the child's home, school or in a community setting. The purpose is to help manage the emotional, psychological and/or psychiatric needs of the child or youth and his/her family.
7. **Medication Management** (Section 65 of MaineCare). Prescription, administration and/or monitoring of medications intended for treatment and management of symptoms, delivered in an outpatient setting. Home and Community Based Services (Sections 28 or 65 of MaineCare). These services are for children with significant behavioral health needs that cannot be addressed at a lower level of care, such as outpatient treatment. These services include:
  1. **Home and Community Based Treatment** (Section 65 "HCT"). An intensive service for children and their families. This service has a community and home based setting and is delivered with active parent involvement. The goal is to help the child and family understand mental health needs, change the way they react to each others behaviors for more positive results and improve how

effectively they work together in identifying their challenges and strengths, as well as, their own natural and community supports.

4. **Intensive Temporary Residential Treatment** (Section 97 “ITRT”). If a child or youth presents with issues that do not rise to the level of hospital or crisis unit admission but there is concern about the ability of the child or youth to successfully function in the community even with community services, you must contact the **Mental Health Program Coordinator** listed below connected to the County where the child or youth resides. This is a very intensive service that cannot be used primarily for respite, housing or for children who can be served in the community with supports and services. This is not an emergency or crisis service and requires prior authorization and some time before admission. The Prior Authorization review by CBH staff takes 2 state business days after submission of a completed application packet. Providers have varying wait times before they can accept the child if the service is authorized. The Prior Authorization Process can be found at

<http://www.maine.gov/dhhs/ocfs/cbhs/provider/itrt-process.html>.

1. **District 1 & 2** (York and Cumberland Counties)  
Michelle Descoteaux  
Phone: (207) 822-0355;  
Email [michelle.descoteaux@maine.gov](mailto:michelle.descoteaux@maine.gov)  
Fax: (207) 822-0295
2. **District 3, 4, and 5** (Androscoggin, Franklin, Lincoln, Kennebec, Knox, Oxford, Sagadahoc, Somerset, Waldo Counties)
  1. **Vacant Position**  
Please call 624-7918 to be assigned to a covering MHPC  
FAX: (207) 624-5242  
Kennebec and Somerset
  2. [Sandie Worthington](#)  
Phone: (207)795-4521  
FAX: (207) 795-4445  
Androscoggin and Franklin
  3. [Richard Meagher](#)  
Phone: (207)743-3924  
FAX: (207) 743-5219  
Sagadahoc, Oxford  
DOC involved Youth Androscoggin, Oxford, Franklin & Sagadahoc
  4. [Marjorie Kosalski](#)  
Phone: (207) 287-3575  
FAX: (207)287-5299  
Waldo, Knox & Lincoln  
DOC involved Youth Waldo, Knox, Lincoln, Somerset & Kennebec
3. **District 6 and 7** (Hancock, Southern Penobscot, Piscataquis, Washington Counties)  
Jane Sawyer

Phone: (207) 561-4268;  
Email [jane.sawyer@maine.gov](mailto:jane.sawyer@maine.gov)

Fax: (207) 561-4299

Jeffrey Leonard (Children involved with the Department of Corrections)

Phone: (207) 941-3140;

Email [jeffrey.leonard@maine.gov](mailto:jeffrey.leonard@maine.gov)

Fax: (207) 941-3132

4. **District 6 and 8** (Aroostook, Northern Penobscot Counties)

Randy Browne

Phone: (207) 532-5030;

Email [randy.browne@maine.gov](mailto:randy.browne@maine.gov)

Fax: (207) 532-5116

5. **District 6, 7 and 8** (Aroostook, Hancock, Penobscot, Piscataquis, Washington Counties)

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Phone: (207) 941-3140

Email [jeffrey.leonard@maine.gov](mailto:jeffrey.leonard@maine.gov)

Fax: (207) 941-3132