

Mental Health – Service Plan – Bishop Indian Head Start

Performance Standard	Action Steps	Person/Team Responsible	Time Frame	Documentation and Resource Indicators	Resources Needed	Outcomes
1304.24(a)(1)(i) Child Mental Health (a) Mental Health Services	Maintain and update Memorandum of Understanding with Toiyabe Family Services and Inyo County Mental Health Department	Health & Disabilities Manager Director	August	Memorandum Of Understanding signed by both agency Directors, dated with a current review date. A copy present in the BIHS Memorandum Of Understanding Binder.	Paper for letters, time to plan and schedule a MOU review meeting Parent/staff informational training flyer	Promote open communication between Head Start and the collaborative mental health agency to promote quality services for children, families and staff.
(1) Grantee and delegate agencies work collaboratively with families and staff	By offering parent and trainings and counseling services for families in need	Family Advocate, Health & Disabilities Manager Director	Ongoing			We will be able to identify physical needs, is the child over weight or under, is he boarder line diabetic, etc.
(i) Soliciting parental information, observations, and concerns about their child's mental health	Promote discussion at enrollment, parent meetings or IEP meetings between parents and staff while focusing on a variety of topics in seeking to identify the mental health needs of the children	Parents Mental Health Professional Teachers Speech Therapist Parents Health/Nutrition/ Curriculum Committee	Within the first 45 days and ongoing as concerns arise	Child file contains notes or parent contact information on concerns about their child's behavior	Paper for letters, calendar, Family Contact Form, Dial 4 and DECA Social/Emotional Screening tool.	Discover mental health needs and help family situations Provide parents with information about their child's observations and discuss if referral needs to take place to a Mental Health

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1304.24(a)(1)(ii) <i>(ii) Sharing staff observations of their child and discussing and anticipating with parents their child's behavior and development, including separation and attachment issues</i>	Discuss and exchange information with parents at formal and informal meetings about their child's behavior and development	Mental Health Professional Staff Nutritionist or Dietician Teachers	Ongoing and as concerns arise	Child file contains notes or parent contact information on concerns about their child's behavior	Paper for letters, calendar, Family Contact Form, Dial 4 and DECA Social/Emotional Screening tool.	Agency. Increase parents knowledge of behavior and development through training and positive role modeling in the classrooms.
1304.24 (a) (1) (iii) <i>(iii) Discussing and identifying with parents appropriate responses</i>	Provide training and information to parents on developmental changes, interactive environment, positive techniques of guidance, and how to be a role model. Utilize consultants to discuss the above at parent meetings and /or training. See Education Written Plan 1304.21	Teachers and All Head Start Staff				Increase staffs knowledge of behavior and development through training and positive role modeling in the classrooms.
1304.24 (a) (1)(iv) <i>Discussing how to strengthen nurturing, supportive environments and relationships in the</i>	Provide staff training and technical assistance on supportive environments in order to develop emotional reverence and supportive environment in the home and at the Head Start Program.	Head Start Director Health & Disabilities Manager Teachers & Head Start Staff		sign in sheets	Training materials	

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<p>home and at the program</p> <p>1304.24(a)(1)(v) <i>Helping parents to understand mental health issues</i></p>	<p>Provide opportunities for discussion to increase the understanding of mental health issues through parent meetings or parent/staff training. Provide parents the opportunities to learn about mental wellness by informing them of available community activities.</p>	<p>Parents</p> <p>Family Advocate</p>	<p>Ongoing and as concerns arise</p>	<p>Parent meeting flyers, sign in sheets, Family Contact Forms, Parent/Teacher Contact notes,</p>	<p>Provide families with contact information about local mental health agencies</p>	<p>Increase staff knowledge of behavior and development in with children at a Head start age level.</p>
<p>1304.24(a)(1)(vi) <i>Supporting parents participation in any needed mental health interventions</i></p>	<p>Work with parents to develop and join support groups and access present community resources by providing the parent a copy of Resource Booklet at enrollment.</p>	<p>Health & Disabilities Manager</p> <p>Mental Health Professional</p> <p>Director</p>	<p>Ongoing and as concerns arise</p>			

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<p>1304.24 (a)(2) (2) Grantee and delegate agencies must secure the services of mental health professional on a schedule of sufficient frequency to enable the timely and effective identification of and effective identification of and intervention in family and staff concerns about a child's mental health</p>	<p>Scheduling frequency will allow the mental health professional ample time to observe and identify in order to meet the child's needs, taking into account the assistance, consultation and needed treatment.</p> <p>See Family and Community Partnerships Plan for information on community partnerships with mental health providers.</p> <p>See Human Resources Management Plan 1304.52 (d) (4) for additional information on mental health staff qualifications.</p>	<p>Mental Health Professionals Head Start Staff Parents Health & Disabilities Manager Director</p>	<p>August</p>	<p>Develop a schedule in which a mental professional periodically performs on-site observations at Head Start.</p>	<p>A posted schedule of the mental health accessible to families and staff. Intervention strategies for parents and staff to use when working with their children/students.</p>	<p>We meet every child's Mental Health needs in nutrition and inform parents the information needed to help them give their child the right needed to develop their brains and bodies</p>

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<p>1304.24(a)(3) (3) Mental health program services must include a regular schedule of on-site mental health consultation involving the mental health professional, program staff and parents.</p> <p>1304.(a)(3)(i) Design and implement program practices responsive to identified behavioral and mental health concerns of an individual child or group</p>	<p>Develop a schedule in which a mental professional periodically performs on-site observations at Head Start.</p> <p>A licensed mental health consultant will perform on site observations at Bishop Indian head Start throughout the program year in order to ensure that day to day program practices promote good mental health. (see Child Development and Developmental Plan 1304.20 (b)</p>	<p>Family Advocate Health & Disabilities Manager Director Family Advocate Parents</p>	Ongoing	<p>A posted schedule of the mental health accessible to families and staff. Intervention strategies for parents and staff to use when working with their children/students.</p>	<p>MOU, calendar schedule, tracking sheet, phone log with specialist contact dates and times.</p>	<p>A schedule will be posted and each mental health professionals visit will be tracked to ensure Head Start is receiving the opportunity from the Mental Health Provider to receive regular on site observation and promote good mental health visits.</p>

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<p>1304.(a)(3)(i)</p> <p><i>Design and implement program practices responsive to the identified behavioral and mental health concerns of an individual child or group of children</i></p>	<p>See Education Written Plan 1304.21 (c) (2)</p> <p>About developing a program that supports individual children.</p>		Ongoing and as needed	Classroom Curriculum , parent surveys, Parent Contact Form notes	Classroom Curriculum	Teachers will have at least one mental health lesson or activity per week.
<p>1304.(a)(3)(ii)</p> <p><i>Promote children's mental wellness by providing group and individual staff and parent education on mental health issues.</i></p>	<p>Provide opportunities for parents and staff to learn about mental health issues including specific guidance on how to seek help by providing training on outcomes in parent interest surveys.</p> <p>Teachers will have at least one mental health lesson or activity per week.</p> <p>Provide opportunities for parents to share their own experiences and to learn from one another at parent meetings and trainings.</p> <p>When available, post the</p>	<p>Family Advocate</p> <p>Health & Disabilities Manager</p> <p>Director</p> <p>Family Advocate</p> <p>Parents</p> <p>Health & Disabilities Manager</p>				<p>That each child receives 2/3 of his Nutritional needs at Head Start</p>

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<p>1304.24(a)(3)(iii) <i>Assist in providing special help for children with atypical behavior or development</i></p>	<p>schedule of mental health professional on site visitation for parents and staff. Encourage the mental health professional to participate in classroom or group activities during the on-site classroom observations. For children recognizes as having a disability, the mental health professional may help parents and staff gain access to community agencies to ensure the IEP is properly implemented by suggestions or discussion at the IEP meeting. See Disability Written Plan 1308.19 and 1308.21 for further guidance serving children with a recognized disability. Provide a written report to the Head Start Director containing each child who has been referred for a suspected or diagnosed disability of a mental health problem. The report will show the status of the</p>	<p>Family Advocate Health & Disabilities Manager Director Parents Toiyabe Health Specialist Health/Nutrition/Curriculum Committee Members</p>		<p>IEP, Behavior Intervention Plan</p>	<p>Parent meeting notes. Health professional notes.</p>	<p>Each and every child will get the opportunity observation during group activity.</p>

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1304.24(a)(3)(iii) <i>Assist in providing special help for children with atypical behavior or development</i>	referral, including date of IEP (if Applicable.) This report will be forwarded to the Head Start Director. The Health/Nutrition/ Curriculum Committee will be consulted for further exchange by providing each member a copy of the Mental Health Plan for input. Provide the parent a copy of the resource Booklet at enrollment in order to provide a link between community based programs and parents. See Family and Community Partnerships 1304.41(a)(2)(ii) for information concerning community partnerships.) Solicit Health/Nutrition/ Curriculum Committee input for a Health Section of the Community Assessment.		Ongoing and as needed	At enrollment, at a Health/Nutrition/ Curriculum meeting, Parent committee, Parent policy meeting, Parent Policy council minutes, Family partnership Agreements		Information will be provided to the BHS Director in a monthly Health/Disabilities Manager's Report. Referrals will be tracked on a referral tracking form.

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