



Steps to the Referral Process For Behavioral Health Screening

In order to make a referral to Kidsnet, the School Counselor or School Social Worker, and parent will complete the **consent for services** and **multiagency release of information** (*see below, what to check off*) forms and have the parent sign and date form (School Counselor/Social Worker signs as witness) .

A1: check on both sides:

- KidsNet Evaluation
- Public Schools
- Chestnut Health System (*For GAIN-Q assessment used mainly with Middle and HS screenings*)
- Department of Health and Developmental Disabilities
- Other; write next to “Other”: “*provider referred to and/or community link*”
(parent can also add who they would like to be included in the communication)

Section B: check first and last box

Section C: check first box: after “**Specifically, the following**”, write:
behavioral health screening and linkage to services.

Lastly, parent dates and signs it (the student signs as well when appropriate); then the School Counselor/Social Worker signs as witness when form is returned.

After receiving the consent and release of information forms, the KSL will contact the School Counselor to arrange a convenient time to come to the school to complete the face to face screening. Also, an effort will be made to contact the parent before coming out to screen the student.

Note: the Parent and Teacher Strengths and Difficulties Questionnaires (SDQ) is **mainly** used with Elementary and Middle school students as part of the screening process. The SDQ forms do not need to be completed at the time of the referral, but will be helpful, to complete the screening process and obtain appropriate services for the student and family.