

## Updated Guidance on Entering QRTP Placements When Moving Between Programs/Services Within the Same Residential Facility

During our June SSIS Coffee Talk, we provided guidance on entering placements when a child/youth moves between program/services within the same residential facility and one of the programs/services is not QRTP certified. In those cases, two separate placements **must** be entered to clearly reflect the difference in certification and requirements. To summarize this guidance:

- When **not all** programs/services are QRTP-certified within the same residential facility:
  - Workers enter separate placements in the continuous placement.
  - The QRTP requirements are required when a child/youth receives QRTP-certified services.
- When entering placements into SSIS:
  - Select the appropriate setting and reason,
  - If the program/services are **not** QRTP-certified, answer 'no' to the question "Is the bus org/provider certified to provide QRTP services?"
  - If the program/services **are** QRTP-certified, answer 'yes' to the question: "Is the bus org/provider certified to provide QRTP services?"

Questions were also raised about what to do when a child/youth moves between programs/services that are all QRTP-certified and within the same residential facility. At the time, the response given was that two placements should be entered and the QRTP requirements completed for each placement. After further review with Policy, there is a need to clarify and update this guidance:

- When **all** programs/services are QRTP-certified within the same residential facility:
  - Workers do not need to enter two separate placements.
  - Complete the QRTP requirements for the initial placement.
  - The QRTP requirements are **NOT** required to be completed again when a child/youth moves QRTP-certified programs/services within the same residential facility.
- When entering the placement into SSIS:
  - Select the appropriate setting,
  - Under 'Reason', indicate either:
    - Treatment for severe emotional disturbance, or
    - Treatment for developmental disabilities or related conditions
  - Answer 'yes' to the question: "Is the bus org/provider certified to provide QRTP services?"
  - Do not change the placement entry when the child/youth moves QRTP-certified programs/services within the same residential facility. The setting and reason remain the same.

We recognize that this clarification may resolve some of the recent confusion and questions from agencies. We appreciate your patience and partnership as we continue to align policy and system guidance.