



# behavioral health

## Contract Health Services Program

A Contract Health Services (CHS) Program for emergency room care, hospital inpatient care, hospital inpatient care and other defined services for CHS eligible patients of The Kickapoo Tribe of Oklahoma.

Unfortunately the federal government has never passed a law that says that Indian Health Care is an entitlement program like Medicare or the Veterans Administration. As entitlement programs, Medicare and the VA essentially have an open end budget. The IHS has specific allocated amount of dollars and regardless of the health care needs the dollars remain the same. When the funding is inadequate the IHS and Tribes are forced to limit services through medical priorities and that is essentially why there is never enough funds to cover all the medical needs of the Indian patients.

### WHAT IS CHS?

Contract Health Services (CHS) is health care purchased by the Kickapoo CHS Program from non-IHS providers and facilities when direct services of care are not available. Due to limitation of CHS resources, funds must be managed in accordance with established medical priorities. CHS resources are used for referred services, and emergency services.

### WHAT IS A MEDICAL PRIORITIES?

1) Emergent/Acutely Urgent Care Services: This is typically considered to be care that is necessary to prevent an immediate threat to an individual's health and if they do not receive such are their life or limb is in imminent danger.

> Emergency room care for emergent/urgent medical conditions, surgical conditions, or acute trauma

> Emergency inpatient care for emergent/urgent medical conditions, surgical conditions, or acute injury

> Renal dialysis, acute and chronic

> Emergency psychiatric care involving suicidal persons or those who are serious threat to themselves or others

> Services and procedures necessary for the evaluation of potentially life threatening illnesses or conditions

> Obstetrical deliveries and acute prenatal care  
> Neonatal care  
2) Preventive Care Services:

> Routine prenatal care-High Risk

> Non-urgent preventive ambulatory care (primary prevention)

> Screening for known disease entitles (secondary prevention)

> Screening/diagnostic Mammograms

3) Primary and Secondary Care Services:

> Scheduled ambulatory services for non-emergent conditions

> Specialty consultations

> Elective, routine surgeries that have a significant impact on morbidity and mortality

> Diagnostic evaluation for non-acute conditions

### HOW DOES CHS WORK?

Request for CHS are reviewed weekly and ranked according to relative medical priority. Requests are approved for CHS payment to the extent of available resources for the review period.

ELIGIBILITY: Patients must meet eligibility, notification, pre-authorization and alternate resources requirements of the CHS program. To be eligible for CHS funding, you must meet the requirements listed below:

> You must be a member of, or descendent of a federally recognized Indian tribe and provide appropriate documentations such as a Certificate of Indian Blood (CDIB) or birth certificate reflecting descendency from an otherwise enrolled tribal member. A non-Indian pregnant woman with an eligible Indian's child is eligible for direct and CHS care during pregnancy and for 6 weeks through post partum for OB related care.

> You must reside on a permanent basis within a CHS Delivery Area (CHSDA) that includes: Shawnee, McLoud, Meeker, Luther and

Wellston.

The following individuals are also eligible:

> A full-time boarding school, college, vocational, or other academic students who are living away from the CHSDA specifically for the purpose of education. Haskell Services Unit cover all full time students at Haskell Indian Nations University.

> A person who is temporarily away from the CHSDA due to travel, employment, etc.

> Non-Indian adopted, step children, and foster children of an otherwise eligible Indian parent. Indian children placed in foster care away from the CHSDA by order of a court of competent jurisdiction and who were eligible for CHS at the time of the court order shall continue to be eligible.

ACCESSING CHS: Payment for medical care outside an IHS facility can only be authorized by a CHS official if funds are available. To access payment for services through CHS a patient must first either have an approved emergency service or referral.

REFERRALS: Referrals are written by an IHS, Tribal or IHS provider(s) for services. A referral, however, does not constitute authorization for payment until approved by CHS. If funds are not available the referred services will be deferred. All approved referrals are date specific and any further treatment requires a new approved referral.

APPOINTMENTS: It is important that all referral appointments are kept. Patients are asked to cancel any appointments at least 3 days prior to the scheduled appointment date by a telephone call to CHS. Any changes to the appointment must be made by the CHS staff in order to ensure authorization for payment.

VERIFICATION: Patients are to take alternate recourses identification with them to their appointment to ensure providers have accurate

and appropriate billing information.

EMERGENCY SERVICES: CHS must be contracted within 72 hours of receiving emergency care other than at IHS. For an elderly or disabled person receiving emergency care, this time may be extended to 30 days. If a patient is unable to contact CHS, a person acting on their behalf must contact CHS within the same time limits. All non-emergency care must be pre-authorized by CHS before receiving medical treatment. Emergency services may be approved for payment or denied.

ALTERNATE RESOURCES: You must apply for all resources available to you such as: Medicaid, Medicare, Worker's Compensations, Vocational Rehabilitation, Auto Insurance and other personal injury or liability coverage. CHS staff and/or Benefits Coordinators can assist with the application process for alternate resources. Failure to exhaust available or potentially available alternate resources will result in denial of payment.

CLAIMS COORDINATION: Patients are to provide the CHS Office copies of the following documentations for claims processing: Alternate resource(s) payment information, Explanation of Benefits Report, Remittance Statements/Reports, Other documentation of payments, Responses to applications for alternate resources, Medical Records.

DENIALS: If you request for CHS funding is denied, you will receive a letter informing you of the denial. Sometimes all that is needed is more information. If you already went to a non-Indian Health Services provider for your care of letter of denial for payment will also be sent to them. You have 30 days to request reconsideration in writing. Your letter should be addressed to the CHS listed at the bottom of the denial Letter.

## Policy & Procedures for Kickapoo Tribal Health Center

### ELDERS CARE PROGRAM

**PURPOSE:** The purpose for this program is to provide assistance or supportive services to the elderly enrolled with the Kickapoo Tribe of Oklahoma with daily needs for a healthier living. Develop a comprehensive, coordinated and cost-effective system of long-term care that helps elderly individuals to maintain their dignity in their homes and communities. Target those older individuals who are in greater economic and social need: the poor, the isolated, and those elders disadvantaged by social or health disparities. To empower older persons and their family members to detect and prevent elder abuse and consumer fraud as well as to enhance the physical, mental, emotional and financial well-being of Kickapoo elderly.

**MAJOR DUTIES:** Provide transportation to medical appointments, social security administration, and department of human services, pharmacy, and grocery stores as needed. Supportive services to provide handy man, chore and personal care services so that older persons can stay in their homes. Schedule appointments according to address the issues or needs if necessary. Provide proper interpretation of the Kickapoo language for those who need translation assistance for English or vice versa. Perform necessary well-being checks and home visits who are high risk elderly or those prone for illness. Delivery of medication for those who qualify for assistance or medication monitoring of those patients we serve. Respond to minor emergency calls if necessary. Basic case management of those patients we serve. Includes notifying the physician of any changes in the patients' health.

**ELIGIBILITIES:** 50 years of age or older, must be an enrolled member with the Kickapoo Tribe, no access to transportation, incapable of driving, or unable to secure transportation from other source.

**INELEGIBILITIES:** Clients who appear or who are actually under the influence of alcohol or illegal drugs. Clients who ask to go do errands. Example: shopping, laundry etc. Any person under the age of 50 years or other members of the patient's family unless they also have an appointment or their assistance is required by the patient (language interpreting, sign language, etc.) Transportation of patient's home from medical appointments that were transported by family/friends assuming the Elders Care Program would transport home unless prior arrangements are made with appropriate person.

**REGULATIONS OF TRANSPORTS:** No Smoking in GSA Vehicle, 24 hour advanced notice required and at least ONE week notice required for major appointments requiring all day transportation such as surgery's etc. Patients must notify the Elders Care Program office if they find alternate transportation. Elders Care Program will not transport anyone whose actions are harmful or dangerous to other clients or Elders Care Program staff such as abusive behavior, physical or verbal etc.) All passengers of GSA Vehicles must wear seat belts.

Kickapoo Tribal Health Center Elder Care Program  
Juanita Johnson, Benefits\ Elders Care Coordinator ext: 273  
Russell Nenaikita, Transporter ext: 293  
Evel Green, Translator\Transporter ext: 293



## from the Behavioral Health Services Department

### Staff Members

Behavioral Health Services  
PO Box 720, McLoud, OK 74851  
405-964-2618 • 866-294-0542

Dara Thorpe, MS  
Director

Robert Beasley, MD  
Contract Psychiatrist

Cliff Sanders, LPC, LADC  
Substance Abuse Counselor

Roberta Cooper  
Administrative Assistant I

Jerry Riggins, LMFT  
Outpatient Therapist

James Wahpepah, BA  
Administrative Assistant II

Christine McKinney, BA, CCM  
Case Manager

Cecil Stevens  
Sweat Lodge Ceremonial Leader

### Hours:

Monday - Friday • 8:00 am - 5:00 pm •  
(closed 12-1:00 noon)

After hours crisis or emergency contacts are received and responded to by the KTO Police Department. On occasion, the staff may be contacted for resource information for a crisis situation; after care will be provided by BHS. The Program is closed on federal holidays.

### Service Population:

Children age 5 through Adults/Elderly. If deemed necessary, children under age 5 may be referred to another facility for specialty care.

### Service Eligibility:

Direct services are provided to Native Americans who possess a CDIB card (Certificate of Degree of Indian blood) obtained from the tribe enrolled with; as well as, other required documents to establish a chart. For Contract Health Services, psychiatric services, the individual must live in the CH service area.

### Services:

Intake, assessment, individual counseling, couple/marital counseling, support groups, educational groups, case management, referrals to treatment centers or other specialized care, community education, literacy program, social interaction activities, transportation, community service resources, smoking cessation, drug court group, and Kickapoo language translation.

Psychiatric Services/Medication Clinic: The Medication Clinic is offered one day a month, every third Thursday. The psychiatrist provides assessment, diagnosis, and medication management. Patients must have completed an assessment and be referred by the Therapist before

an appointment is scheduled with the Psychiatrist. Prescriptions are filled at the Clinic Pharmacy. Patients are also recommended to attend weekly counseling sessions and/or groups in addition to a medication regimen.

### Special Services

*Nursing home and hospital visits* are also provided to patients at the request of a family member (s) or recommended by the patient's primary care physician.

*Jail visits* may be provided to KTO members for treatment planning if adequately justified by the requesting party, the judge, or attorney and approved by the Director.

*Education, training and class room observations* are provided monthly to the KTO Head Start Program to meet specific H. S. Federal Regulations.

*Sweat Lodge Ceremonies* are open to all ages and are co-ed. It is offered to the community, and other Tribes, in respect of Native American culture and spirituality. The Pottawatomie Drug Court has approved this activity to be counted, for one attendance, in place of an AA Meeting, during a month. The Ceremonies are held twice a month, the first and third Thursday from 7 pm to approximately 10:30 pm. Transportation is provided to Program participants and a fellowship meal is provided by participants and BH after the ceremony, held in the BH conference room.

### Transportation

Transportation is provided to patients of the Behavioral Health Program to attend counseling sessions, groups, workshops, medication clinic, or program activities. The participant must contact the Program 24 hours prior to the appointment time. If a participant is under the influence of alcohol, drugs, or an inhalant, transportation cannot be provided, however, his/her appointment can be rescheduled. Transportation is also provided for patients who are admitted to an inpatient aid treatment center.

**For further information or to schedule an appointment, call 964-2618, Ext. 279.**

## from the Disease Prevention Department

### Staff Members

Brenda Davis, RN  
Director

Cynthia Seger, RDILLO

Stacy Cook, RDILLO, CDE

Josh White  
Fitness Specialist

Alicia Carlson,  
Administrative Assistant

Gary Gonzalez  
Fitness Center

Allister Harrison  
Fitness Center

Nicole Wood  
Fitness Center

Misty Green  
Fitness Center

The Disease prevention department offers the following programs:

### Diabetes:

P.R.I.D.E (Preventing, Reducing Illness through Diabetes Education)

- > Education Classes for Diabetics, Pre-Diabetics, At risk and family members
- > Yearly eye exams through SDPI Grant
- > Yearly foot exams
- > Diabetic shoes
- > Dental exam
- > Nutrition counseling by appointment or in clinical setting
- > Glucometer teaching
- > Incentives for attendance and completion of program

### H.A.W.K. Walk:

Health and Wellness walk for patients, family members and Kickapoo Tribe of Oklahoma staff.

### S.H.A.P.E.

(Staying Healthy through Activity Portion Control and Education) a 16 week educational, nutrition and fitness tips. Classes meet twice monthly during lunch hour where a healthy meal is served.

### Kamp Kickapoo:

6 week camp for 8-12 year olds, beginning latter part of June. They meet twice weekly from 8:30-4:30 pm. A team of counselors (fitness, dietician and diabetes educator) work with the youth on fitness and nutrition. Requirements are: must have an active chart at the Kickapoo Health Center.

### Football Camp:

Held the end of June. A professional organization consisting of college and professional coaches and players work with ages 8-12. They not only help develop football skills, but also healthy living skills. This is a two day camp.

### Fitness Center:

Josh White offers personalized training to all members. We have just remodeled an area for step aerobics, strength training, Pilates and/or floor exercises.

We should be receiving in the next couple of weeks (1) new elliptical with the arm workout, (2) rowing machines and (3) new recumbent bicycles. We are also repairing the current machines that are in need of repair.

- > Hours 5:30 am - 9 pm
- > 2 tanning beds
- > 1 sauna in the men's locker room
- > Replacing the sauna the women's locker

Planning in the near future to enclose the walking track around the fitness center for additional space