



CRISIS REQUEST DOCUMENTATION CHECKLIST

IMPORTANT: Please submit all of the following documentation when submitting a crisis request. If not all documentation is submitted, the crisis request cannot be reviewed by either the CDDO or KDADS.

- Documentation to establish imminent risk
I.E. Emergency Room Visits, Police Reports, Corrections/Probation Reports, etc.
- Documentation to establish abuse, neglect or exploitation
I.E. ANE Reports, APS/CPS Reports and/or Letters
- Documentation that community resources have been exhausted
I.E. Vocational, Housing, Transportation, Mental Health, etc.
- Identification of Natural Supports
If no supports are available, why not?
- MCO Recommendation and resources provided or suggested by MCO
- What are the cognitive and physical abilities and limitations of consumer?
I.e. medication management, nutritional and health care needs, budgeting, etc.
- Mental health treatment plan and/or discharge summary including current diagnoses and medications.
- What has changed with person's situation to warrant a request?
- What is the current plan for this consumer pending the decision of the request?
- What services are requested and how will they resolve the reason for the request?
- Identification of present behaviors
- Consumer and/or Guardian Signature has agreed to and signed the request
- Has a Functional Assessment completed within the last 365 days?
- Current/Signed PCSP
- BSP (if applicable)
- IEP (if applicable)
- Permanency Plan (if applicable)

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