



ROCK COUNTY HUMAN SERVICES PROVIDER GUIDE



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PROVIDER SERVICES DESIRED

SERVICE	APS	CLTS	CCS	CSP	CRISIS	OP/BH
Adaptive Aids		√				
Adult Family Home, Community Based Residential Facility, Supported Apartment	√	√	√	√		
Communication Aids		√				
Community Integration		√				
Corporate Guardianship	√			√		
Daily Living Skills Training		√				
Day Services		√		√		
Diagnostic Evaluation			√			
Employment Support		√	√			
Home Modifications		√				
Home-Delivered Meals	√			√		
Intensive Home Cleaning**	√	√		√		
Interpreter Services	√	√		√	√	√
Medical Alert Services (Life Line)	√	√		√		
Medication Management	√		√			
Moving Services***	√	√		√		
Nursing Services (In-Home)	√					
Peer Support		√				
Psychoeducation			√			
Psychotherapy			√			
Respite (Short-Term Stay)	√	√	√	√		
Respite, Adult	√		√	√	√	√
Respite, Children's		√	√			
Skill Development and Enhancement			√			
Sober Living Homes			√	√		
Substance Abuse Treatment			√		√	√
Supportive Home Care*	√	√		√		
Transitional Housing	√			√	√	√
Transportation	√	√		√		
Treatment Therapy (In-Home)			√			
Vocational Services and Supports (On-the-Job)		√				

*Cleaning, personal care, and other in-home services

**On a regular basis and/or as a one-time service

***Physically moving belongings from one residence to another; moving items from the home to a landfill

Adult Protective Services (APS)

For More Information: [Jennifer Anselmi](#), Supervisor

APS is responsible for investigating allegations of abuse and neglect of any person over the age of 18 who has a disability or is 60 and above. In addition to investigations, staff assist with petitioning the court for Guardianship and Protective Placement for individuals who have been deemed incompetent. Services authorized through the unit are short term only (up to 6 months). Services include but are not limited to residential respite, cleaning services, home delivered meals, supportive home care, transportation, corporate Guardianship, life line and in-home nursing services.



Children's Long Term Support (CLTS)

For More Information: Julie Butz, Program Manager
Marci Taets, HSD Analyst

CLTS is a Medicaid Waiver Program designed to serve children with long term support needs. CLTS provides funding for services to support children with physical disabilities, developmental disabilities or severe emotional disturbances who would otherwise be at risk for institutional level care. Funding can be used to support a range of services based on an assessment of the needs of the child and his or her family.



There are a broad range of services offered through the CLTS Waiver Program to meet the needs and goals of children and families. These services may help children perform activities of daily living, participate in home and community activities, control their environment and have enriched surroundings.

Community Support Program (CSP)

For More Information: [Amy Cottington](#), Program Manager

CSP provides intensive community-based mental health treatment services to individuals living with serious and persistent mental illness (Bipolar Disorder, Schizophrenia, Psychosis NOS, etc.). Based on each participant's need, CSP provides psychiatry, psychotherapy, medication management and monitoring, nursing services, skill development, case management and employment support.

The majority of participants served in CSP reside independently in the community with a small percentage residing in out-of-home care. Individuals who are eligible for CSP have a specific diagnosis, have had frequent recent or past hospitalizations, struggle with social, vocational, or independent living skills and often need more support than what they can get from office-based mental health treatment. Most often participants benefit from an assertive and intensive community-based service.



Currently, CSP provides services to around 220 individuals residing in Rock County. Keeping individuals living independent and out of hospitals is a priority for the CSP staff. CSP staff work in teams which means there is always more than one staff member who is familiar enough with the participant to jump in and support them. This provides more consistent treatment for the individual, but also allows other providers to call and speak with many staff who might be able to assist the provider and who are familiar with the participant.

Comprehensive Community Services (CCS)

For More Information: [Jenna Singer](#), Program Manager
[Nick Zubow](#), CCS Analyst

CCS is a Medicaid funded program that provides community mental health and substance abuse treatment in a teaming model to individuals across the lifespan. Each team has the consumer, case manager, and mental health professional. Consumers then choose other team members based on natural supports and service needs.



Crisis Services

For More Information: [Bette Trimble](#), Program Manager

Rock County Crisis Services provides services 24 hours a day, seven days a week to people of all ages who are experiencing a mental health and/or alcohol/drug related emergency. The Rock County Crisis Intervention Unit provides assessment and support to assist individuals in accessing mental health and/or alcohol/drug related treatment. Services are delivered in-person, in the community and by phone.



Crisis Stabilization is a service that provides assessment, crisis planning and case management to individuals with mental illness who are in crisis and may otherwise be placed in a more restrictive setting. This program is designed to be short-term by supporting the needs of the individual to stabilize while remaining in the community. Crisis Stabilization referrals primarily come from Crisis Intervention, institutional liaisons and the crisis stabilization facility.



Outpatient Mental Health and Substance Abuse Services

For More Information: Bette Trimble, Program Manager



Outpatient services includes an array of mental health and substance abuse services.



Rock County Counseling Center (RCCC) provides behavioral health services for adults, age 18 and older, who are Rock County residents and who are uninsured or otherwise not able to access behavioral health services through private community agencies. The staff provides assessment, psychotherapy, case management, medication management, and coordination of care for clients with a range of behavioral health disorders. RCCC also offers specific opiate treatment by providing cognitive-behavioral therapy and case management support in conjunction with Medication Assisted Treatment (MAT) and overdose prevention. Evidence-based treatment, trauma-informed care, and person-centered recovery are the grounding principles that underlie the agency's culture.

REQUIRED PROVIDER INFORMATION

For More Information: [Contract Administrator](#)

The Rock County Human Services Department follows purchase of service guidance provided by the State of Wisconsin Department of Health Services (DHS) along with federal procurement regulations and local county ordinances. Purchased services exceeding \$10,000 on an annual basis require a purchase of service contract. However a contract may be required for services that are less than \$10,000 if the services provided suggest a higher risk level, such as caring for clients in their homes. The purchase of goods, such as adaptive aids, generally does not require a contract.

The following items are required of all providers, regardless of contract status:

Agency Contact Name

Mailing Address
Phone Number
Email Address

Remittance Mailing Address

(if different than Agency)

Form W9

(reflects official agency name and Tax ID Number)

When staff determine that a contract is necessary, the Provider will need to submit the following:

Status of Agency

(Private for Profit, Non-Profit or Governmental)

Current License/Certification

(for each contracted service)

Background Check

Statement of Assurance

(to ensure completion for all employees providing services under the contract)

Civil Rights Compliance (CRC)

Letter of Assurance

(see DHS.Wisconsin.gov for instructions and format)

Certificate of Insurance

(Coverage shall apply as primary with Rock County named as an added insured)



Providers that receive over \$100,000 during the calendar year will need to submit an annual audit. The audit shall be in accordance with generally accepted auditing standards, Wisconsin Statute §46.036 (for DHS funding), Government Auditing Standards as issued by the U.S. Government Accountability Office, and other provisions specified in the purchase of service contract. You will be responsible for ensuring that the audit complies with all applicable standards and guidelines depending on the type of services provided and the amount of funding received. Most audits are due six months after the fiscal year ends.