

CFS High Acuity Youth – Therap

Documentation Requirements and Purpose

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Logistics & Recommendations

Population, Deadlines, and Completion

- Any CFS youth receiving an authorized High Acuity Tier, who is not DD-eligible, is required to have the outlined documentation completed in Therap to meet High Acuity LOA contract requirements.
- Documentation is required monthly. CFS recommends syncing High Acuity/Therap documentation deadlines with your standard ASFC required documentation for NCR-only youth.
- CFS recommends the direct support to the youth completes the documentation, primarily the foster parent. The CPA may complete this on behalf of their provider if necessary.

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ISP: Adaptive & Maladaptive Behavior Tracking

Frequency:

- Required monthly, at minimum.
- Recommended weekly to maintain continuity and accuracy.

Purpose:

- ISP captures ongoing patterns, skill development and behavioral trends across the service period.
- Adaptive Tracking documents areas of growth, highlights emerging skills, and reflects consistent effort toward target behaviors
- Maladaptive Tracking identify recurring needs, symptoms and behaviors requiring focused support or intervention.

Outcomes:

- Shows measurable progress over time, identifies response patterns, and informs targeted, proactive interventions
- Provides an overarching view of youth's functioning to determine whether current strategies remain appropriate.
- Support assessment of readiness for less intensive levels of care when safely possible.

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Case Note: Adaptive & Maladaptive Behavior Reports

Frequency:

- Required for moderate or severe situations.
- Recommended for minimal and mild situations to ensure a balanced accurate record.

Purpose:

- Case Notes capture specific incidents with a focus on pre-event, event, and post-event stages to clarify antecedents, interventions and repair efforts.
- Adaptive Reports capture demonstrated strengths, implementation of skills and feedback, and highlights positive behaviors.
- Maladaptive Reports reflect the youth's needs, symptoms/triggers and behaviors that the youth and their supports are working to improve.

Outcomes:

- Provides an in-depth, event-based understanding to complement ISP tracking and Critical Incident Reports (when applicable).
- Enhances the team's ability to apply insights for future guidance and planning.

Why This Matters

- Links specific events with longer-term goals, creating a unified picture of progress and need.
- Improves consistency and alignment between providers, agencies, and CFS for any youth being served on a High Acuity Tier.
- Ensures provider and agency perspectives are visible and reflected in decision making.
- Strengthens equitable level of care authorizations and supports clear adherence to contract expectations.
- Enhances the quality of care for youth by ensuring they receive services that adapt to their evolving strengths and needs and are provided with opportunities to succeed.

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Questions?

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