



Colorado West Regional Mental Health, Inc.

Please Fax this form to 970-683-7272

- If this is an emergency, please do not use this form. Please call our crisis line at 970-241-6022.
- If you do not hear back from Colorado West Regional Mental Health, either we did not see this individual, or we did not receive a Release of Information that allows us to contact you.

Individual Information

Name: _____
If minor, name of parent or guardian: _____
Address: _____
Phone: _____ Age/DOB: _____

Referral Source Information

Referring Agency: _____
Your Name: _____
Phone: _____ Fax: _____ Release Signed? Yes No
Why is this client being referred? _____

Observed Behaviors: _____

What are you hoping this individual will get at Colorado West Regional Mental Health?

Colorado West and Individual Plan

Assessment only, or

Services Offered: _____

Clinician Providing

Services: _____

Frequency/Duration _____ Agreed upon with Individual

RTI Flow Chart: Behavioral Health Referrals

The following are steps to facilitate a timely and accessible referral between Mesa County #51 Schools and Colorado West Regional Behavioral Health Center.

Referral Source: Identify the 'mental-health team' in the school building. Identify a consistent staff person who will make behavioral health referrals and maintain contact with the community mental health center. Since schools don't typically have a mental health team, a FLEX, PBS, RTI team member, school psychologist or counselor may be the designee.

CMHC designee: One fax machine can be designated for school referrals and a CMHC designee charged with follow-up on school referrals to ensure consistency.

School based universal strategies: RTI and PBS research based instructional strategies and social emotional wellness components are infused. Differential instruction and universal screening assessments are in place.

If the student has been identified as not meeting adequate annual academic and/or behavioral benchmarks as part of the universal strategy:

1. Make a phone call home. Consult teacher scripts and social emotional benchmarks. Employ PBS 5:1 and use partnership vocabulary. Continue universal strategies and modifications. Document outreach and anecdotes. Complete the parent school partnership form
2. Maintain contact with family – use data as a highlight and bridge home and school interventions. Work with the school behavioral health professional / case-manager to review data and interventions. Prepare documentation for school team review if appropriate, as well as explore necessity of outside referral at this time.
3. Hold a school decision-making team (RTI) meeting with the family. Develop a plan, evaluation timeline and desired outcome. Identify a school designee to work with family to sign Behavioral Health Referral Form. Fax to community mental health center designee if appropriate.
4. Evaluate and revise Instructional or Behavioral Plan. Assess need for Special Education referral and explore eligibility.
5. CMHC source contacts family for appointment after school referral. CMHC and family jointly outreach school professional to coordinate interventions between home, school and community. Repeat with other involved professionals including physical health, probation and other partners.

School referral form clearly states: If you do not hear back from Colorado West Regional Mental Health, either we did not see this individual, or we did not receive a Release of Information that allows us to contact you