



## **Role of the Community Mental Health Liaison Strengthening Missouri's Mental Health System Initiative Revised: December 2016**

### **Primary Objective of the Position**

The primary objective of the **Community Mental Health Liaison** will be to assist law enforcement and the courts in addressing the behavioral health issues of those who come to the attention of the justice system.

The **goals** are to:

- 1) Establish ongoing relationships with *law enforcement* and *court personnel* including:
  - a. County Sheriffs
  - b. Municipal Police
  - c. Crisis Intervention Team (CIT) Officers
  - d. Highway Patrol
  - e. Judges (Probate, Circuit, Treatment, etc.)
  - f. Court Administrator, Treatment Court Administrator, etc.
  - g. Circuit Court Clerk, Probate Clerk, etc.
  - h. Juvenile Officer, Detention Superintendent, etc.
  - Please discuss any proposed or planned expansion to other community groups with the Coalition's Community Liaison Coordinator.
- 2) Increase law enforcement personnel's and court personnel's knowledge about how to identify persons with behavioral health issues, best practices for dealing with people with behavioral health issues, and the available community mental health resources to address behavioral health issues.
- 3) Facilitate access to behavioral health services for persons who have contact with law enforcement and/or the court.
- 4) Work with treatment providers to reduce the frequency of high use persons' involvement with law enforcement and the courts and/or length of time between contacts.
- 5) More efficiently and effectively provide access to behavioral health resources; reduce the fiscal costs associated with high use persons.
- 6) Increase contact and cooperation between law enforcement, courts and Community Mental Health Centers.
- 7) Through the use of data, inform best practices and potentially expand services.



## Essential Responsibilities and Functions

The responsibilities and functions of the Community Mental Health Liaison include:

- 1) Provide *consultation* on behavioral health issues for law enforcement and court personnel. Consultation includes, but is not limited to, the following topics:
  - General questions about mental health conditions and co-occurring disorders (including substance use, developmental disabilities, and mental health disorders).
  - Current availability of in-patient and out-patient services in local and surrounding communities.
  - Help navigate access to behavioral health services.
  - Discussion of individual cases and general follow-up questions.
  - Trainings on behavioral health topics.
  - Civil commitment procedures (96 hour holds, outpatient commitment, etc.).
  - Guardianship process.
- 2) Coordinate with Access Crisis Intervention (ACI):
  - Assist law enforcement by working together in assessing individuals with behavioral health needs.
  - Assist those with behavioral health needs in accessing appropriate services upon referral by law enforcement or the courts.
  - Assist law enforcement and the courts in locating inpatient psychiatric beds for court-ordered involuntary detentions.
  - Assist law enforcement, family members, and/or friends in filing petitions for involuntary detention with the probate court for those individuals who present a likelihood of serious harm due to a mental disorder or substance use.
- 3) Coordinate services for individuals with behavioral health needs who have come to the attention of law enforcement officials and the courts.
  - Facilitate new clients' access to mental health services and resolve issues with obtaining treatment. (Explain paperwork, explain eligibility requirements, identify availability of different services, address lack of health insurance, etc.).
  - Consult with case managers to improve coordination of care for existing community mental health clients.
  - Follow-up with both new and existing clients to monitor treatment.
    - If a person is not attending treatment, continue to encourage treatment and, where possible, resolve potential barriers.
  - Work to resolve structural issues, communication glitches, and consistent patterns between law enforcement, courts, and community mental health centers.



- 4) For people who have *repeat* contact with law enforcement or courts and/or the liaison receives several referrals concerning the same person, explore other avenues to engage this individual with treatment/medication adherence (participate in treatment meetings, revised treatment plan, alternative placements, etc.).
  - Make consistent and concerted efforts to engage this person and work to resolve barriers to treatment.
  - Follow up with CMHCs to ensure that person is being engaged beyond the 30 day period.
  - Increase tracking and engagement with each subsequent new referral.
- 5) Participate in and/or consider developing with local law enforcement Crisis Intervention Teams (CIT) or other initiatives that assist law enforcement in dealing with individuals with behavioral health needs. For more information on the Missouri Crisis Intervention (MO CIT) Team Council, please visit the website at [www.missouricit.org](http://www.missouricit.org)
  - Establish and maintain regular law enforcement contact to educate them on community mental health resources and procedures for accessing the mental health system.
  - Distribute information about local or regional CIT trainings to local law enforcement and encourage officers to become CIT certified.
  - If a CIT council has not been established in your catchment area, explore the possibility of establishing one.
  - If a CIT council has been established, work to resolve issues raised by local CIT council in terms of access to mental health issues.
- 6) Collaborate with local partners in Mental Health Courts, Treatment Courts, Veterans Courts, other specialty/diversion courts dealing with behavioral health issues.
  - Establish and maintain regular contact with court administrators, judges, OSCA treatment court staff, Veterans Justice Outreach Specialist, etc.
  - Address any structural issues or gaps identified in the system.
- 7) Where appropriate, participate in monthly or bimonthly meetings for other court initiatives such as Juvenile Detention Alternatives Initiative (JDAI), Crossover Youth Initiative (COYI), etc. to improve access to behavioral health services.
- 8) Provide, coordinate, or announce trainings on the following topics to people in your catchment area to increase awareness about behavioral health issues:
  - Basic knowledge about mental health conditions and/or co-occurring disorders
  - Civil commitment procedures
  - CIT training for law enforcement
  - Mental Health First Aid training
  - Guardianship procedures
  - Suicide prevention
- 9) Attend monthly conference calls, webinars, and face-to-face meetings/trainings as requested by the Coalition's Community Liaison Coordinator.
- 10) Maintain a *current* list of all key law enforcement and court contact information in your catchment area.



- Provide the Coalition's Community Liaison Coordinator with a current list upon request.
- 11) Complete monthly reporting requirements
- Use the monthly spreadsheet data template provided to track the following:
    - Communication with law enforcement and court personnel.
    - Training provided by the liaison.
      1. Include a sign-in sheet for POST certified trainings
  - Track referrals on the comprehensive CMHL referral report.
  - Reporting requirements may change periodically as requests are sent by DBH and the Coalition.
  - Ensure the accuracy of information by checking and double checking all information.
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### **Reminders:**

Since this is a customer service position:

- Please respond to all communications promptly (within 24 hours).
- Please set up an out of office reply with contact information for the person covering in your absence.
- Please make sure to change your phone messages when you will be out of the office.
- Please include your title and the ACI number in your signature line.
- Please include your signature line on all email correspondence.
- Thank you ☺