

Qualifications/Responsibilities

Mental Health Case Manager means an individual under the supervision of a "qualified provider" employed or contracted by the Utah Department of Human Services, (DHS) a local mental health authority, a local substance abuse authority, a DHS licensed homeless shelter, or a targeted homeless service program defined as: public or private not-for-profit organizations, faith-based organizations, state departments and agencies, units of local governments and Indian tribal governments who provide services to children, individuals, and/or families who are experiencing homeless or at risk of experiencing homeless contracted by the Department of Workforce Services (DWS) who is responsible for coordinating, advocating, linking and monitoring activities that assist individual adults with mental illness, substance use disorder, experiencing homelessness, and serious emotional disorder's in children, to access services to gain access to needed medical (including mental health), social, educational, and other services. The overall goal of the services is not only to help individuals to access needed services, but to ensure that services are coordinated among all agencies and providers.

"Qualified providers" are:

Targeted case management for the chronically mentally ill, may be provided by or through a mental health center, (or other entity) under contract with, or directly operated by, a local county mental health authority.

1. Licensed mental health therapist practicing within the scope of his or her license in accordance with Title 58 of the Utah Code:
 - a. Licensed physician and surgeon or osteopathic physician engaged in the practice of mental health therapy;
 - b. Licensed psychologist qualified to engage in the practice of mental health therapy;
 - c. Licensed clinical social worker;
 - d. Licensed certified social worker;
 - e. Licensed advanced practice registered nurse (APRN), either as a nurse specialist or a nurse practitioner, with psychiatric mental health nursing specialty certification;
 - f. Licensed marriage and family therapist;
 - g. Licensed professional counselor; or
2. An individual who is working within the scope of his or her certificate or license in accordance with Title 58 of the Utah Code:
 - a. Certified psychology resident;
 - b. Licensed APRN formally working toward psychiatric mental health nursing specialty certification through enrollment in a specialized mental health education program or through completion of post-education clinical hours;
 - c. Licensed APRN intern formally working toward psychiatric mental health nursing specialty certification through enrollment in a specialized mental health education program or through completion of post-education clinical hours;
 - d. Associate marriage and family therapist; or
 - e. Associate professional counselor.

3. An individual exempted from licensure:
 - a. Student enrolled in an education/degree program leading to licensure in one of the professions above, not currently licensed but exempted from licensure under Title 58 of the Utah Code, because of enrollment in qualified courses, internship or practicum, and under the supervision of qualified faculty, staff, or designee. [See Title 58-1-307(1)(b).]; or
 - b. Individual who was employed as a psychologist by a state, county, or municipal agency or other political subdivision of the state prior to July 1, 1981, and who subsequently has maintained employment as a psychologist in the same state, county, or municipal agency or other political subdivision while engaged in the performance of his official duties for that agency or political subdivision. [See Title 58-61-307(2)(h)].
4. One of the following individuals working within the scope of his or her certificate or license in accordance with Title 58 of the Utah Code:
 - a. Licensed social service worker, or individual working toward licensure as a social service worker under supervision of a licensed mental health therapist identified in #1 above;
 - b. Licensed registered nurse;
 - c. Licensed practical nurse;
 - d. Licensed physician and surgeon or osteopathic physician regardless of specialty, or other medical practitioner licensed under state law (e.g., licensed physician assistants when practicing within their scope of practice); or
 - e. Licensed APRN and licensed APRN intern regardless of specialty.
5. A student enrolled in an education/degree program leading to licensure not currently licensed but exempted from licensure under Title 58 of the Utah Code, because of enrollment in qualified courses, internship or practicum, and under the supervision of qualified faculty, staff, or designee. [See Title 58-1-307(1)(b).]
6. A non-licensed individual who does not meet qualifications above under the supervision of a licensed mental health therapist identified in #1 above for providers of Targeted Case Management or under the supervision of someone who meets the following requirements for non TCM services:

-A Bachelor's Degree in human services or a related field and two years of experience in human services;

-An Associate's Degree in human services or a related field and three years of experience in human services; or

-Five years of experience in human services.

Supervision of individuals in 2 through 5 above must be provided in accordance with requirements set forth in Title 58 of the Utah Code, and the applicable profession's practice act rule as set forth by the Utah Department of Commerce and found at the Department of Administrative Services, Division of Administrative Rules, <https://rules.utah.gov/publicat/code/r523/r523-007.htm>

In addition, all individuals providing targeted case management services must know Medicaid regulations pertaining to targeted case management.

Certification Process

- (a) be an individual who is not a licensed mental health professional, who is supervised by one of the qualified providers listed above;
- (b) be at least 18 years of age;
- (c) have at least a high school degree or a GED;
- (d) have at least 400 hours of experience within the previous 10 years of the applications submission date (may include relevant education/volunteer activities);
- (e) be employed or contracted by DHS, a local mental health authority, a local substance abuse authority, a DHS licensed homeless shelter, or a targeted homeless service program defined above;
- (f) pass a Division exam which tests basic knowledge, ethics, attitudes and case management skills with a score of 70 percent or above; and
- (g) Successfully complete a forty (40) hour case management practicum (over a two-week period) and be familiar with Medicaid regulations (State Plan and Provider Manual) pertaining to targeted case management.

Re-certification Process

Certified Case Manager is required to complete and document 30 training hours related to mental health, substance use disorder homelessness, trauma informed care or related topics over the 3 year certification period. Training hours must include at least 4 hours of ethics and 3 hours of suicide prevention training. Case managers must also complete and submit a re-certification application (for Adult and/or Children's case management).

Re-certification Contact Information

Complete recertification application (either for Adult or Children's case management) and email to: dsamhcasemanagement@utah.gov

Please send any questions to dsamhcasemanagement@utah.gov or pgcaldwell@utah.gov