

DEPARTMENT OF HEALTH SERVICES

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SACRAMENTO, CA 94234-7320

CPSP PROGRAM LETTER 91-06 - REVISED

TO: Comprehensive Perinatal Services Program (CPSP) Coordinators

SUBJECT: REQUIREMENTS FOR CPSP PROVIDERS RETENTION OF CPSP SUPPORT SERVICES
CONSULTANTS

This program letter revises and replaces CPSP Program Letter 91-06 dated June 14, 1991.

Clarification has been requested on what a CPSP provider's responsibility is for the retention of support services consultants subsequent to their certification as a CPSP provider. Section 51179.9 of the California Administration Code, Title 22, Division 3, defines the term "Protocol" and requires the provider to develop, approve, and adopt the written protocol within six (6) months of the effective date of certification. The approval of protocol for each support service area, i.e., nutrition, psychosocial, and health education, is done jointly by a qualified consultant and the physician. The State's CPSP regulation is that a consultant is required to provide approval of support services protocols.

The Department interprets this regulation as follows:

1. If/when the protocol for a specific support service is to be revised, then the appropriate consultant must be retained to approve and sign off on those changes. To accomplish this effectively, the provider and consultant(s) approving the original protocol(s) may wish to enter into a "service-as-needed" formal or informal relationship.
2. If the discipline consultant is written into the approved protocol to provide ongoing, periodic, direct, or supportive services, and if that consultant leaves, then he/she must be replaced, or the protocol revised.
3. The provider must maintain his/her ability to provide the services specified in the protocol through the provider's own practice or through a subcontractor. (Section 51249(B) 1 of the California Administrative Code, Title 22, Division 3.)

MCH recommends that all protocols be reviewed at least annually by qualified support consultants and supervising physicians, with revisions being made to reflect changes in practice operations and to update changes in discipline(s) practice and knowledge.

If you have any questions, please contact J.A. Lennie, Dr. PH, of the CPSP unit at (916) 657-2232.

On behalf of the women and children of California, thank you for your continued support of the Comprehensive Perinatal Services Program.

Orlando Fuentes, MSW, Acting Chief
Perinatal Care Section
Maternal and Child Health Branch

SAMPLE LETTER

(CPSP County Coordinator to CPSP provider)

Dear Comprehensive Perinatal Services Program (CPSP) Provider:

Thank you for your commitment to providing quality perinatal nutrition services to your patients! We are happy you have chosen to adopt the new nutrition guidelines outlined in: "Nutrition During Pregnancy and the Postpartum Period: A Manual for Health Care Professionals, Summary Report."

This letter documents approval to use the following forms in providing nutrition services:

- _____ Prenatal Weight Gain Grid for Underweight Women
(Circle one: Pounds / Kilograms)
- _____ Prenatal Weight Gain Grid for Normal Weight Women
(Circle one: Pounds / Kilograms)
- _____ Prenatal Weight Gain Grid for Overweight Women
(Circle One: Pounds / Kilograms)
- _____ Nutritional Questionnaire for Pregnant Women
- _____ Nutritional Questionnaire for Nonpregnant Women
- _____ Nutritional Assessment for Pregnant Women
- _____ Nutritional Assessment for Nonpregnant Women
- _____ Dietary Intake, 24 Hour Recall Form

A copy of this letter, and the forms you will use, have been forwarded to the State Maternal and Child Health Branch CPSP Unit and will be added to your file.

We understand you will also be following the nutrition recommendations outlined in the Daily Food Guide for Women. We recommend using the Women, Infant, and Children's Program (WIC) handouts for patient education.

These materials are consistent with CPSP regulations and are available from the WIC office. The handouts will also be consistent with materials your patients receive if they enroll in WIC.

If I can be of further assistance please call.

Thank you for your effort in providing high quality services to your patients.

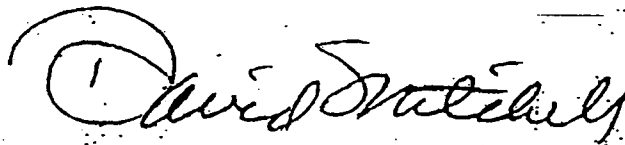
Sincerely,

CPSP County Coordinator

cc: MCH Nutrition Consultant

If you have any questions, please contact J.A. Lennie, Dr. P.H., of the CPSP unit at (916) 657-2232.

On behalf of the women and children of California, thank you for your continued support of the Comprehensive Perinatal Services Program.



Rugmini Shah, M.D., Chief
Maternal and Child Health