



## ***RESOURCES AND REFERENCES***

**Maternity Care Coordination Program  
Maternal Outreach Worker Services  
Health and Behavior Intervention Services**

### **MEDICAID POLICIES**

The Medicaid Clinical Coverage Policies for the MCC, MOW, and HBI Programs are located on the Division of Medical Assistance (DMA) website. To access the current policies go to:

MCC Policy - <http://www.dhhs.state.nc.us/dma/babylovechild/1m8.pdf>

MOW Policy – <http://www.dhhs.state.nc.us/dma/babylovechild/1m7.pdf>

HBI Policy - <http://www.dhhs.state.nc.us/dma/babylovechild/1m3.pdf>

Services Covered Under Medicaid for Pregnant Women (MPW ) -

<http://info.dhhs.state.nc.us/olm/manuals/dma/fcm/man/ma3540-34.htm#p/832-74194>

### **FORMS**

Note: MOW forms are not available online, contact your Regional Social Work Consultant for assistance. There are no state-developed forms for the HBI program.

To access MCC program forms go to: <http://whb.ncpublichealth.com> click on the providers and partners tab, choose forms and then maternity services. The MCC forms listed are:

- Maternity Care Coordination Program Screening and Intake Form (DHHS T1513)
- MCC Letter of Agreement – English Version (DMA 3004)
- MCC Letter of Agreement – Spanish Version - Contact your Regional Social Work Consultant for a copy.
- Care Coordination Record (DMA 3006)
- Family Care Coordination Plan (DMA 3007)
- Care Coordination Appointment Record (DMA 3005)
- Care Coordination Narrative Sheet (DMA 3016)
- Pregnancy Outcome Summary (DHHS T1514)

### **BROCHURES**



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To access the Baby Love “Have You Recently Found Out You Are Pregnant?” brochure go to: <http://www.ncdhhs.gov/dma/babylove.html> and scroll down to brochures where you will see the English and Spanish versions of the brochure.

If you want to order copies of the brochures complete form DHHS 3980 “Requisition for Maternal Health Materials Form”. You will need to write at the bottom of the form that you want the Baby Love “Have You Recently Found Out You Are Pregnant?” brochure and how many copies you are requesting because the brochure title is not on the form.

### **MCC/MOW/HBI PROGRAM MANUALS**

The current Medicaid Policies are the current manuals for each program. There are no additional updated program manuals for the MCC, MOW and/or HBI programs currently available. Local agencies may have old versions of a MCC Manual, last printed in May 1999. This manual includes general program information that may be helpful to a new employee (i.e., suggested questions for completing the Family Strengths and Needs Assessment, etc.). Agencies may also have copies of the three MOW manuals printed in 1995: the MOW Field Manual, the MOW Service Manual and the MOW Supervisor’s Training Manual. These manuals include general program information that may be helpful to new MOWs and Supervisors. There is no previous manual for the HBI program. *Please Note: The information in the Medicaid policies will always supercede any information in the old program manuals, if there is an inconsistency.*

### **SUBJECT SPECIFIC MANUALS – (Health Departments should have previously received at least one copy of each of the manuals listed below.)**

#### **“A Guide for Counseling Women Who Smoke”, 2008**

This manual outlines the components of the 5A’s Brief Smoking Cessation Counseling Method which is required to be done with each prenatal patient seen by local health departments. All health departments were sent a copy of this manual in the summer of 2008. To schedule a training on the contents of this manual, contact your regional Perinatal and/or Neonatal Health Education Coordinator. You can download the guide by going to <http://wch.dhhs.state.nc.us/whs.htm>. Click on the tab “Providers and Partners” then click on “Publications, Manuals and Brochures”. A DVD entitled, “**Counseling from the Heart**” is a companion piece to the guide and all health departments received a copy of this DVD in the summer of 2008. If you have questions about the manual, DVD or about perinatal smoking cessation, please contact Judy Ruffin, at 919-717-5712 or [judy.ruffin@ncmail.net](mailto:judy.ruffin@ncmail.net).

#### **“Responding to Violence Against Women: A Guide for Local Health Departments”, 2004.**

A three-ring binder with a gray and purple cover. This manual provides information on the cycle of violence, screening questions, safety plan information and other related information. A copy of this manual is available by calling the Injury and Violence Prevention Branch at 919-707-5429. The manual can be downloaded at <http://www.communityhealth.dhhs.state.nc.us>, click on Injury and Violence Prevention, scroll down and click on the title of the manual.

#### **“Responding to Prenatal Substance Use: A Guide for Local Health Departments, 2000.**



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A three-ring binder with a purple cover. This manual provides information on the nature of substance abuse, screening questions, drug specific information and resources to assist women. This manual can be downloaded at <http://wch.dhhs.state.nc.us/whs.htm>. Click on the tab “Providers and Partners” then click on “Publications, Manuals and Brochures”. For more information on Perinatal Substance Abuse, contact Laura Louison, Perinatal Substance Use Specialist at 1-800-688-4232 or [laura.louison@dhhs.nc.gov](mailto:laura.louison@dhhs.nc.gov).

**NC Institute of Government Legal Guide Series on Teen Pregnancy (Total of 4 Guides) written by Anne Dellinger. All books are available to download at [www.teenpregnancy.unc.edu](http://www.teenpregnancy.unc.edu).**

All books are 6 x 9 inches.

- 1) “**Health Care for Pregnant Adolescents**” -
- 2) “**Social Services for Pregnant and Parenting Adolescents**”
- 3) “**Public Schools and Pregnant and Parenting Adolescents**”
- 4) “**Pregnancy and Parenting A Legal Guide for Adolescents**” – available in English and Spanish

**“Reporting Child Abuse and Neglect in North Carolina”, Second Edition, NC Institute of Government, 2003 by Janet Mason.**

A 6 x 9 inch light green and purple book. This book can be downloaded by going to [www.sog.unc.edu](http://www.sog.unc.edu) and clicking on publications; electronic publications; books and monographs; and then clicking on the title of this book.

### **Other Documents Available On-Line to Download:**

#### **NC Institute of Government:**

**“Termination of Parental Rights in North Carolina, Institute of Government, 2008 by Janet Mason.**

Access a free downloadable version by going to [www.sog.unc.edu](http://www.sog.unc.edu). Go to publications and type in the name, click on the title when it appears and that will take you to the link for the free downloadable version.

#### **North Carolina DHHS Publication:**

**“Consumer Handbook”, 2008** designed as a guide to assist those seeking services in the MH/DD/SA system. The handbook can be accessed at [www.ncdhhs.gov/mhddsas/2008/consumerhandbook0608.pdf](http://www.ncdhhs.gov/mhddsas/2008/consumerhandbook0608.pdf)

#### **Disability Rights NC Publication:**

**“Parents Together”** – A handbook designed for parents to explain special education law and gives tips for effective advocacy. There is information about behavior plans, discipline and handling disagreements. You can



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download a copy at [www.disabilityrightsn.org](http://www.disabilityrightsn.org) and click on “publications” or call 1-877-235-4210.

### **WEBSITES**

#### **Division of Public Health, Women’s Health Branch**

[wch.dhhs.state.nc.us/whs.htm](http://wch.dhhs.state.nc.us/whs.htm)

This site contains program audit tools, the Baby Love Directory, MCC documentation forms, consultant contact information and maps and much more.

#### **The North Carolina Healthy Start Foundation**

[www.nchealthystart.org](http://www.nchealthystart.org)

This site includes a variety of free educational materials on topics such as prenatal smoking, second hand smoke, stress and pregnancy, medical care homes, contraception, and many others. Many of the materials are available in Spanish and they can be ordered easily online. The site also contains information on the child health insurance program, the back to sleep campaign and special reports on infant mortality. There are links for both the public and professionals.

#### **The NC State Center for Health Care Statistics**

[www.schs.state.nc.us/SCHS](http://www.schs.state.nc.us/SCHS)

This site provides a wealth of public health statistics on both the state and county levels. Pregnancy Risk Assessment Monitoring System (PRAMS) data is also available at this site.

#### **Birth Parents**

[www.birthparent.us](http://www.birthparent.us)

This site provides information on adoption and NC adoption agencies and attorneys specializing in adoptions. It also includes the NC laws related to adoption and has a list of frequently asked questions regarding the rights of birth mothers and fathers in relationship to adoption.

#### **Division of Public Health , Tobacco Prevention and Control Branch**

[www.preventionandcontrol.ncddh.gov](http://www.preventionandcontrol.ncddh.gov)

This site provides a variety of information including downloads for brochures and forms, resource information and links to other health related sites.

#### **Quit Now NC**

[www.quitnownc.org](http://www.quitnownc.org)



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This site provides a number of printable flyers, posters and handouts promoting the smoking cessation counseling services available on-line or through the toll free number. The fax referral form for making a referral for cessation counseling is also posted on this site.

### **Become an EX**

<http://www.becomeanex.org/>

NC is participating in this national public health campaign. The website features action-oriented tools and information to help smokers prepare for quitting by developing a personalized plan as well as a virtual community, where smokers can share stories and best practices about their quit attempt.

### **CDC Smoking and Tobacco Use**

[www.cdc.gov/tobacco](http://www.cdc.gov/tobacco)

The site provides a variety of information and downloadable publications on smoking and tobacco use as well as links to other health related sites. The Surgeon General's Report on Women and Smoking and the Healthy Consequences of Involuntary Exposure to Tobacco Smoke can both be found at this site.

### **Health Resources and Services Administration (HRSA) – Depression During and After Pregnancy**

[www.mchb.hrsa.gov/pregnancyandbeyond/depression](http://www.mchb.hrsa.gov/pregnancyandbeyond/depression)

This site provides information on depression during pregnancy. You can download a copy of the booklet, "Depression During and After Pregnancy" from this site and access other health related websites.

### **Sudden Infant Death Syndrome (SIDS)**

[www.sidscenter.org](http://www.sidscenter.org)

This site provides information on SIDS, miscarriages and fetal loss. It has educational information and links to other helpful sites.

### **I CARE Partnership**

[www.Icarenc.org](http://www.Icarenc.org)

This site promotes the integration of behavioral health and physical health services. It contains a variety of tools for screening mental health and substance abuse conditions. It also includes a number of research articles and links to other helpful sites.

### **UNC Center for Maternal and Infant Health**

[www.mombaby.org](http://www.mombaby.org)

This site provides information on a variety of health topics such as 17P, safe sleep, folic acid, premature births, etc. You can also access previous issues of the newsletter, "Current Practices" by entering that title into the search bar.

### **Folic Acid Council**



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[www.getfolic.com](http://www.getfolic.com)

This site provides comprehensive information on Folic Acid and multivitamins.

### **Family Support Network of North Carolina**

[www.fsnn.org](http://www.fsnn.org)

This site provides information on agencies and links to other websites that provide support and assistance to children with special needs.

### **North Carolina Institute of Medicine**

[www.nciom.org](http://www.nciom.org)

This site lists a variety of publications it has produced and the task forces the institute is currently involved with. The NC Child Health Report Card can be downloaded and printed from this site.

### **March of Dimes – North Carolina Chapter**

[www.marchofdimes.com/northcarolina/](http://www.marchofdimes.com/northcarolina/)

This site provides information about the March of Dimes, conferences, MOD materials, pregnancy related information and links to other helpful sites.

### **Action for Children**

[www.nchild.org](http://www.nchild.org)

This site provides a link to the NC Child Health Report Card (found under data, NC data ) and includes several reports on child health and safety issues. It also provides county specific reports regarding child health and economic indicators.

### **Adolescent Pregnancy Campaign of North Carolina**

[www.appnc.org](http://www.appnc.org)

This site posts statistics, newsletters, announcements regarding continuing education programs, advocacy information and educational resources for professionals interested in the subject of adolescent pregnancy prevention.

### **Safe Surrender Program**

[www.safesurrender.net](http://www.safesurrender.net)

This site provides information on North Carolina's Safe Surrender Law. It includes downloadable posters and flyers in English and Spanish that can be used to notify clients and others about the law.



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### **US DHHS Office on Women's Health**

[www.womenshealth.gov](http://www.womenshealth.gov)  
[www.girlshealth.gov](http://www.girlshealth.gov)

These sites provide information on a variety of topics concerning the health of women and girls.

### **Center for Women's Health Research**

[www.cwhr.unc.edu](http://www.cwhr.unc.edu)

This site contains the NC Women's Health Report Card which can be downloaded. It also lists a number of research studies that are looking for participants.

### **Organization of Teratology Information Specialists (OTIS) Fact Sheets**

[www.otispregnancy.org](http://www.otispregnancy.org)

This site provides fact sheets on various exposures of concern. The fact sheets answer frequently asked questions about exposures during pregnancy and are designed to be shared with patients.

### **The Immigrant Legal Resource Center (New Website)**

[www.ilrc.org](http://www.ilrc.org)

This site provides a variety of information and free publications on immigration issues including the publication, "A guide for Immigrant Youth".

## **TOLL FREE LINES**

**NC CARE LINE** – 1-800-662-7030, 7 AM – 11 PM, M-F. Bilingual services available 8 AM – 5 PM and telelanguage service available the rest of the time. Calls to the NC Family Health Resource Line are now being answered by NC Care Line Staff. Callers can get information or be referred for information regarding NC Health Choice or Health Check, child care, health and safety, child care services, and services for special health care needs in addition to general information and referral assistance regarding Medicaid, Medicare, Department of Social Service programs, (i.e., Food Stamps) and mental health services.

**Perinatal Substance Abuse** – The care line number can also be used to access the Perinatal Substance Use Specialist (Laura Louison, MSW, MSPH) who can provide consultation regarding client substance abuse issues and who can assist professionals in linking their clients with perinatal substance use services. If you call the CARE LINE you will be linked with the Alcohol and Drug Council of NC (1-800-688-4232) and then forwarded to Laura Louison's cell phone. Laura can be reached by e-mail at [laura.louison@dhhs.nc.gov](mailto:laura.louison@dhhs.nc.gov).

**Pregnancy Exposure Riskline** – 1-800-532-6302, M-F, 9:00 AM to 4:00 PM.



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Free, confidential information for professionals and clients about the effects of substances (i.e., prescription or street drugs, cigarettes, alcohol, illnesses and infections, x-rays, work chemicals etc.) on a fetus.

**Quit Now NC Line** – 1-800-784-8669, 8:00 AM – Midnight, 7 days a week, in English and Spanish. Free, confidential smoking cessation counseling for all NC adults and youth.

**Family Support Network of North Carolina** – 1-800-852-0042, 8:00 AM to 5:00 PM in English and Spanish. Free information, and referral assistance for professionals and clients seeking support services for children with special needs and their families.