

A Guide *to* Therapy Referrals

For Students without an IEP or 504 Plan

Step 1: A parent, guardian, or student completes the [Referral Form](#) to refer a Creative Minds student, in kindergarten through 8th grade, for behavioral-health services. Referrals are emailed to therapy@creativemindspcs.org.

Step 2: Ms. Tara, school counselor, contacts the parent or guardian to schedule a consultation. This will help the Therapy Referrals Team learn more about why the student was referred; the meeting can take place via Zoom or a phone call.

Step 3: The Therapy Referrals Team determines which service will best meet the student's needs. The determination is based on information from the referral and consultation, service eligibility, and current service-provider capacity.

Step 4: Within a week, one of the following recommendations is communicated to families:

- a. **Short-term counseling with Ms. Tara, school counselor:** For students who need support to cope with peer issues, including bullying; a recent life event, such as a divorce or the death of a family member; or similar issues that don't require long-term counseling.
- b. **Individual or group therapeutic sessions with Ms. Julie, school-based clinician from Paving the Way:** For students who require longer-term therapeutic services to cope with trauma; long-term behavioral concerns; or extended anxiety, depression, or other challenging emotions.
- c. **Outside Referral:** For students who would best be served by another resource, such as therapy from an outside provider, wraparound behavioral-health services, or community-based support workers. Students who already receive counseling through an IEP or 504 plan will also be referred elsewhere.

Families can expect the intake process for either longer-term therapeutic services or outside referrals to include some paperwork. After intake paperwork has been completed, there will be one or two sessions of assessment and treatment planning before therapy sessions begin. Families will be guided through this process by a member of the Therapy Referrals Team.

At any time, you can contact the Therapy Referrals Team with questions or concerns: therapy@creativemindspcs.org.