



BUILDING A COMPREHENSIVE BEHAVIORAL HEALTH PROGRAM

CHECKLIST

Use the following checklist to determine current strengths and gaps of your current behavioral health program. Record next steps on Action Planning template on the back of this form.

PROGRAM COMPONENTS	UTILIZED	NOT UTILIZED	NOT IN PLACE	NEXT STEPS
Employee Assistance Program				
Member Assistance Program				
Behavioral Health Standing Committee				
Behavioral Health Specialist				
Peer Support Program				
Family Services/Outreach				
Retiree Services/Outreach				
Chaplain				
PROGRAM REFERRALS	IN PLACE	LIST NOT VETTED	NOT IN PLACE	NEXT STEPS
List of vetted outpatient clinicians/talk therapists				
List of vetted outpatient psychiatrists/prescribers				
List of vetted inpatient treatment center(s)				
List of vetted 12-step meetings or support groups				
CRITICAL QUESTIONS	YES	IN PROGRESS	NO	NEXT STEPS
Do you survey your members to determine member awareness and utilization of current behavioral health services?				
Does your department or union have funding allocated to behavioral health or member services?				
Do you currently offer periodic behavioral health education to both members, recruits, and retirees?				
Do you conduct annual medicals that include a behavioral health evaluation or screening?				
Do you have a process in place to deploy post-incident peer response?				
Do member insurance plans cover both mental health and substance abuse treatment services?				
Are there SOPs in place for behavioral health issues?				



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ACTION PLANNING

Building a comprehensive behavioral health program requires systematic planning leadership and teamwork. Use the table below to record next steps. Then, identify **WHY** this step is important, **WHO** is best to take the lead, and **WHEN** this step should occur:

NEXT STEP	WHY IS THIS IMPORTANT?	WHO WILL TAKE THE LEAD?	TARGET DATE