

How to Use the Essex County HUB

Step 1

When a patient aged 5 to 18-years enters your office, and you suspect emotional distress by observation or report, please have the patient and his/her/their guardian **sign the HUB Consent form.**

If the youth is experiencing acute symptoms, including suicidal ideation, please immediately refer them to the closest Emergency Department.

Step 2

Please complete the following screening tools with them:

- a) **CRAFFT** (identifying substance abuse)
- b) **ACE Questionnaire** (identifying adverse childhood experiences)
- c) **PSC-17** (identifying mood, behavioral, and attentional difficulties)

If you have difficulty completing the screening tools in your office, the HUB staff can assist in getting them completed.

Step 3

Fax the completed consent and screening tools to the **HUB fax at 973-972-1342**. A call will be returned within 30 minutes.

Step 4

The Pediatrician should then contact the HUB hotline at 973-972-7889. Patients should not be given this number. At the time of the call, please indicate the following:

-Are you seeking an **immediate psychiatric consultation?**

If so, consultation may be provided for the patient via Telehealth with one of our Child and Adolescent Psychiatrists.

-Are you interested in a **psychiatric assessment by a psychiatrist that can wait?**

HUB staff will then reach out to the family to schedule an appointment at Rutgers UBHC in Newark.

-Do you feel the child may be in need of **mental health services?**

HUB staff can schedule an appointment for a clinical assessment in order to evaluate and link patient to appropriate mental health services.

Step 5

HUB team will notify you of the date and time of appointment(s), as well as recommendations following an appointment. HUB will also provide referring doctor with written reports.

**To Access HUB Consent, Screening Tools, and Trainings,
Please Visit Our Website:**

http://ubhc.rutgers.edu/services/children_family/EssexHUB.html