Georgia Department of Behavioral Health & Developmental Disabilities

PROVIDER MANUAL

FOR

COMMUNITY BEHAVIORAL HEALTH PROVIDERS

FOR

THE DEPARTMENT OF BEHAVIORAL HEALTH & DEVELOPMENTAL DISABILITIES

FISCAL YEAR 2017

Effective Date: January 1, 2017 (Posted: December 1, 2016)

This FY 2017 Provider Manual is designed as an addendum to your contract/agreement with DBHDD to provide structure for supporting and serving individuals residing in the state of Georgia. DBHDD publishes its expectations, requirements and standards for community Behavioral Health providers via policies and the Community Behavioral Health Provider Manual. The Community Behavioral Health Provider Manual is updated quarterly throughout each fiscal year (July – June), and is posted one month prior to the effective date. Community Behavioral Health Provider Manuals from previous fiscal years and quarters are archived on DBHDD's website at: http://dbhdd.georgia.gov/provider-manuals-archive.

DEPARTMENT OF BEHAVIORAL HEALTH & DEVELOPMENTAL DISABILITIES

FY 2017 COMMUNITY BEHAVIORAL HEALTH PROVIDER MANUAL

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SUMMARY OF CHANGES TABLE

UPDATED FOR JANUARY 1, 2017

As a courtesy for Providers, this Summary of Changes is designed to guide the review of new and revised content contained in this updated version of the Provider Manual. The responsibility for thorough review of the Provider Manual content remains with the Provider.

Item #	Topic	Location	Summary of Changes
1	Orientation to Services Authorization Options: Naming Conventions	Part I, Section II: Orientation to Services Authorization Options	The header label "Service Groups Available" is being modified to "Service Group Code." This original titling was an aid during the transition from the previous ERO system to the new ASO system. This new title reflects the actual functional role of the content.
2	Orientation to Services Authorization Options: Naming Conventions	Part I, Section II: Orientation to Services Authorization Options	The header label "Service Description" is being modified to "Service Class Name." This original titling was an aid during the transition from the previous ERO system to the new ASO system. This new title reflects the actual functional role of the content and differentiates this from the Service Descriptions which follow in Part II
3	Psychosocial Rehabilitation-Group	Part I, Section III: Service Definitions	In the Psychosocial Rehabilitation-Group service, Service Definition row, Item 5 is modified to make more clear that recreational activities/leisure skills training is offered in keeping within a rehabilitation framework (and not offered for the sake of recreation alone, per se).
4	Community Support Team	Part I, Section III: Service Definitions	In the Community Support Team service, Staffing Requirement row, Item 1.d. is modified changing "BA" to "Bachelor's" which more clearly encompasses the wide variety of Bachelor's degree accepted.
5	SA Intensive Outpatient Program	Part I, Section III: Service Definitions, Child and Adult version	The term "SA Day Treatment" is removed. This language is a remnant from a transition made several years ago and the term is now removed.
6	SA Intensive Outpatient Program	Part I, Section III: Service Definitions, Adult version	Peer Support Individual and Peer Support Whole Health are added to the Service Description section, Clinical Operations section, and Billing and Reporting section aligning with authorization programming already set forth in the ASO system.
7	Psychosocial Rehabilitation	Part I, Section III: Service Definitions	Per line 5 above, SA Day Treatment reference is replaced by SA Intensive Outpatient.

8	Assertive Community Treatment	Part I, Section III: Service Definitions	Admission Criteria 3 and 4 switched to better reflect assessment logic.
9	Assertive Community Treatment	Part I, Section III: Service Definitions	Admission Criteria 5 modified.
10	Assertive Community Treatment	Part I, Section III: Service Definitions	Continuing Stay criteria, Item 1 modified to reflect current crisis system interventions.
11	Assertive Community Treatment	Part I, Section III: Service Definitions	Continuing Stay criteria, Item 4 modified adding language to the existing items for Medical and Legal and adding a new item on Activities of Daily Living.
12	Assertive Community Treatment	Part I, Section III: Service Definitions	Previous single Discharge Criteria item is split into 2 items.
13	Assertive Community Treatment	Part I, Section III: Service Definitions	Service Exclusion Item 2 is modified to expand the 4 week transition allowance to 8 weeks.
14	Assertive Community Treatment	Part I, Section III: Service Definitions	Clinical Exclusion, item 2 added to describe individuals who may not qualify for ACT due to developmental/intellectual status.
15	Assertive Community Treatment	Part I, Section III: Service Definitions	Required Components, Item 8 modified to add the word "documented." Required Components, Item 10 modified to add the term "etc." Required Components, Item 10d modified to add the phrase "at least."
16	Assertive Community Treatment	Part I, Section III: Service Definitions	Staffing Requirements, Item 1a modified to convert % or time to hours. Staffing Requirements, Item 1b modified for FTE % (from .4 to .2) Staffing Requirements, Item 1b modified to describe Physician Extenders allowance and role (effective 12/1/16). Staffing Requirements, Item 1g modified regarding paraprofessional expectation.
17	Assertive Community Treatment	Part I, Section III: Service Definitions	Clinical Operations, Item 3 changed from one authorization period to three months. Clinical Operations, Item 6b changed to add GCAL qualification. Clinical Operations, Item 8 modified to add the phrase "an average of." Clinical Operations, Item 12 modified to add the phrase "at least."
18	Assertive Community Treatment	Part I, Section III: Service Definitions	Service Accessibility, Item 5 is modified to require that Telemedicine should not exceed 50% of psychiatric contacts.

19	Housing Voucher	Part I, Section III: Service Definitions	Required Components, a new Item 1.a. is added stating that it is the expectation that providers will only access the GHVP housing assistance after other affordable rental housing options have been explored and applied for if available.
20	Youth Peer Support-Individual	Part I, Section III: Service Definitions	This service is in limited use for CBAY, Clubhouses, and the LIGHT-ETP grant and has been described in ancillary documents for purposes of those programs. This inclusion here begins to formalize the service as a part of the DBHDD Benefit Plan. The definition is not effective for any other programs at this time, although it is anticipated that it will be made more broadly available in Calendar Year 2017.
21	Table B: Ordering Practitioners	Part I, Section IV: Table B	Per line 5 above, SA Day Treatment reference is replaced by SA Intensive Outpatient.

ALL POLICIES ARE NOW POSTED IN DBHDD POLICYSTAT LOCATED AT http://gadbhdd.policystat.com

Details are provided in Policy titled Access to DBHDD Policies for Community Providers, 04-100.

The DBHDD PolicyStat INDEX helps to identify policies applicable for Community Providers.

Send your questions and feedback about DBHDD Policies to PolicyQuestions@dbhdd.ga.gov

The New and Updated policies are listed below. For 90 days after the date of revision, users can see the track changes version of a policy by clicking on New and Recently Revised Policies at the bottom of PolicyStat Home Page.

Item#	Topic	Location	Summary of Changes
1	Process for Reporting Compliance with Standards for Tier 2 Community Medicaid Providers (CMPs), 01-249	Part III General Policies and Procedures	REVISED: https://gadbhdd.policystat.com/policy/2828537/latest/
2	Process for Reporting Compliance with Standards for Tier 1 Comprehensive Community Providers (CCPs), 01-225	Part III General Policies and Procedures	REVISED: https://gadbhdd.policystat.com/policy/2828535/latest/
3	Process for Reporting Compliance with Standards for Tier 2 Community Medicaid Providers (CMP+), 01-249a	Part III General Policies and Procedures	REVISED: https://gadbhdd.policystat.com/policy/2841536/latest/
4	CCP Standard 16 - Benefits Eligibility, 01-216	Part III General Policies and Procedures	REVISED: https://gadbhdd.policystat.com/policy/2817248/latest/

5	CCP Standard 18 - Suicide Prevention, 01-218	Part III General Policies and Procedures	REVISED: https://gadbhdd.policystat.com/policy/2817044/latest/
6	CCP Standard 19 - Housing Access, 01-219	Part III General Policies and Procedures	REVISED: https://gadbhdd.policystat.com/policy/2817135/latest/
7	CCP Standard 20 - Depression Remission, 01-220	Part III General Policies and Procedures	REVISED: https://gadbhdd.policystat.com/policy/2817188/latest/
8	CMP+ Standard 15 - Benefits Eligibility, 01-245a	Part III General Policies and Procedures	REVISED: https://gadbhdd.policystat.com/policy/2817671/latest/
9	CMP Standard 16 - Suicide Prevention, 01-246a	Part III General Policies and Procedures	REVISED: https://gadbhdd.policystat.com/policy/2817592/latest/

PART I

Eligibility, Service Definitions and Service Requirements

Provider Manual for
Community Behavioral Health Providers

Fiscal Year 2017

Georgia Department of Behavioral Health and Developmental Disabilities

January 2017

SECTION I

ELIGIBILITY OF INDIVIDUALS SERVED
DBHDD CRITERIA FOR MENTAL HEALTH AND ADDICTIVE DISEASE SERVICES

A. ACCESS

CHILD & ADOLESCENT	ADULT

Many adults/youth/families approach the state service delivery system looking for help. Not everyone who seeks assistance is in need of mental health or addictive disease services. In order to efficiently and expeditiously address the needs of those seeking assistance, a quick assessment of the presenting circumstances is warranted. A brief screening/assessment should be initiated by all community-based service providers on all individuals who present for services or who are referred by the Georgia Crisis and Access Line (GCAL) for an evaluation. For the purposes of this definition, a brief screening/assessment refers to a rapid determination of an adult/youth's need for services and whether there are sufficient indications of a mental illness and/or substance related disorder to warrant further evaluation and admission to services.

1. If the adult/youth does not have sufficient indications of a mental illness and/or substance related disorder, or if the individual does not appear to meet this eligibility criteria for services, then an appropriate referral to other services or agencies is provided.
2. If the adult/youth does appear to have a mental illness and/or substance related disorder, and does appear to meet eligibility criteria, then the individual may either begin in Non-Intensive Outpatient services or may enroll in clinically appropriate intensive and/or specialized recovery/treatment services determined as a part of a more comprehensive assessment process.

B. CORE CUSTOMER CLASSIFICATION AND ELIGIBILITY DETERMINATION

Eligibility for an individual is verified through the ASO system. The Provider submits individual registration details on behalf of an individual. When it is determined that the individual qualifies for one of the DBHDD fund sources, then subsequent authorization can be requested.

In the event that an individual presents for service and the agency is unable to ascertain identifying information, the individual may be engaged in some limited service without this identifying information, temporarily, with the expectation that the agency is working with the individual to acquire that information for continued enrollment. This individual would be registered in the SHORT-TERM/IMMEDIATE registration category which will allow the agency up to seven days of eligibility for the individual without additional unique identifying information. The following are potential services when utilizing this eligibility category and requesting authorization:

Community-based Inpatient Psychiatric/ Detoxification	Psychological Testing	Medication Administration
Residential Detoxification	Diagnostic Assessment	Community Support
Crisis Stabilization Unit	Interactive Complexity	Psychosocial Rehabilitation-Individual
Crisis Service Center	Crisis Intervention	Case Management
Temporary Observation	Psychiatric Treatment	Addictive Diseases Support Services
Behavioral Health Assessment/Service Plan Dev	Nursing Assessment and Care	Individual Outpatient
Peer Support (Individual and Whole Health)	Family Outpatient	Group Outpatient

CHILD & ADOLESCENT	ADULT
There are four variables for consideration to determine whether a youth qualifies as eligible for child and adolescent mental health and addictive disease services. 1. Age: A youth must be under the age of 18 years old. Youth aged 18-21 years (children still in high school or when it is otherwise developmentally/clinically indicated) may be served to assist with transitioning to adult services. 2. Diagnostic Evaluation: The DBHDD system utilizes the Diagnostic and Statistical Manual of Mental Disorders (DSM) classification system to identify, evaluate and classify a youth's type, severity, frequency, duration and recurrence of symptoms. The diagnostic evaluation must yield information that supports an emotional disturbance and/or substance related diagnosis (or diagnostic impression). The diagnostic evaluation must be documented adequately to support the diagnosis. 3. Functional/Risk Assessment: Information gathered to evaluate a child/adolescent's ability to function and cope on a day-to-day basis comprises the functional/risk assessment. This includes youth and family resource utilization and the youth's role performance, social and behavioral skills, cognitive skills, communication skills, personal strengths and adaptive skills, needs and risks as related to an emotional disturbance, substance related disorder or co-occurring disorder. The functional/risk assessment must yield information that supports a behavioral health diagnosis (or diagnostic impression) in accordance with the DSM. 4. Financial Eligibility: Please see Policy: Payment by Individuals for Community Behavioral Health Services, 01-107.	There are four variables for consideration to determine whether an individual qualifies as eligible for adult mental health and addictive disease services. 1. Age: An individual must be over the age of 18 years old. Individuals under age 18 may be served in adult services if they are emancipated minors under Georgia Law, and if adult services are otherwise clinically/developmentally indicated. 2. Diagnostic Evaluation: The DBHDD system utilizes the Diagnostic and Statistical Manual of Mental Disorders (DSM) classification system to identify, evaluate and classify an individual's type, severity, frequency, duration and recurrence of symptoms. The diagnostic evaluation must yield information that supports a psychiatric disorder and/or substance related diagnosis (or diagnostic impression). The diagnostic evaluation must be documented adequately to support the diagnostic impression/diagnosis. 3. Functional/Risk Assessment: Information gathered to evaluate an individual's ability to function and cope on a day-to-day basis comprises the functional/risk assessment. This includes the individual's resource utilization, role performance, social and behavioral skills, cognitive skills, communication skills, independent living skills, personal strengths and adaptive skills, needs and risks as related to a psychiatric disorder, substance related disorder or co-occurring disorder. The functional/risk assessment must yield information that supports a behavioral health diagnosis (or diagnostic impression) in accordance with the DSM. 4. Financial Eligibility: Please see Policy: Payment by Individuals for Community Behavioral Health Services, 01-107.
C. PRIORITY FOR SERVICES	
CHILD & ADOLESCENT	ADULT
The following youth are priority for services: 1. The first priority group for services is Youth: □ Who are at risk of out-of-home placements; and □ Who are currently in a psychiatric facility or a community-based crisis residential service including a crisis stabilization unit. 2. The second priority group for services is: □ Youth with a history of one or more hospital admissions for psychiatric/addictive disease reasons within the past 3 years; □ Youth with a history of one or more crisis stabilization unit admissions within the past 3 years;	The following individuals are the priority for ongoing support services: 1. The first priority group for services is individuals currently in a state operated psychiatric facility (including forensic individuals), state funded/paid inpatient services, a crisis stabilization unit or crisis residential program. 2. The second priority group for services is:[1] □ Individuals with a history of one or more hospital admissions for psychiatric/addictive disease reasons within the past 3 years; □ Individuals with a history of one or more crisis stabilization unit admissions within the past 3 years; □ Individuals with a history of enrollment on an Assertive Community Treatment team within the past 3 years;

□ Youth with a history of enrollment on an Intensive Family Intervention team within the past 3 years; □ Youth with court orders to receive services; □ Youth under the correctional community supervision with mental illness or substance use disorder or dependence; □ Youth released from secure custody (county/city jails, state YDCs/RYDCs, diversion programs, forensic inpatient units) with mental illness or substance use disorder or dependence; □ Pregnant youth; □ Youth who are homeless; or, □ IV drug Users. The timeliness for providing these services is set within the agency's contract/agreement with the DBHDD.	□ Individuals with court orders to receive services (especially related to restoring competency); □ Individuals under the correctional community supervision with mental illness or substance use disorder or dependence; □ Individuals released from secure custody (county/city jails, state prisons, diversion programs, forensic inpatient units) with mental illness or substance use disorder or dependence; □ Individuals aging out of out of home placements or who are transitioning from intensive C&A services, for whom adult services are clinically and developmentally appropriate; □ Pregnant women; □ Individuals who are homeless; or, □ IV drug Users. The timeliness for providing these services is set within the agency's contract/agreement with the DBHDD. [1] Specific to AD Women's Services, Providers shall give preference to admission to services as follows: 1) Pregnant injecting drug users; 2) Pregnant substance abusers; 3) Injecting drug users; and then 4) All others.

D. SERVICES AUTHORIZATION

Services are authorized based on individualized need considered alongside service design. In many cases, the electronic ASO system provides for an automated process to request services and to receive authorization based upon clinical and demographic information provided to the ASO. Periodically, a provider will be asked to provide additional supporting information to the ASO, e.g. an Individualized Recovery Plan (IRP).

While most services identified in this manual will require an Authorization from the ASO via provider batch submission or via the ASO Connect system, some services will require immediate authorization via the ASO/GCAL. Those services have specific requirements identified in the Reporting and Billing Requirements section of the unique service guideline.

E. APPROVED DIAGNOSES

Please reference the table in Appendix B of this document for approved authorization diagnoses. The diagnoses listed in Appendix B are ICD-10 diagnosis which are organized here into Mental Health (MH) and Substance Use (SU) categories. Services that are uniquely identified as being MH only or SU only on the chart in Part 1, Section II of this manual will require a diagnosis which is within that category of condition. (e.g. Alcohol Intoxication with Use Disorder [F10.229] would be an acceptable diagnosis for receiving Ambulatory Detox [SU]).

Diagnosis Exceptions: Several diagnostic codes may have an E identified. This indicates that the DBHDD does not cover this diagnosis code, but that in certain circumstances, that there may be an exception to this rule. In this event, the ASO would do a review of such things as a recent physical examination, unique provider skill specialties, proposed IRPs, etc. to determine whether or not authorization will be granted.

Appendix B only includes ICD-10 diagnosis codes that correspond with an applicable DSM 5 code. As noted in Part II of this manual, providers should use DSM 5 to diagnose individuals and report the ICD-10 code accordingly. Note that, due to the adjustment of diagnoses between DSM IV and DSM 5, not all ICD-9 codes will have a valid match to an ICD-10 code. Providers should use the DSM 5 as the initial source to determine the appropriate ICD-10 codes for authorization requests.
NOTE: The presence of co-occurring mental illnesses/emotional disturbances, substance related disorders and/or developmental disabilities is not uncommon and typically results in a more complicated clinical presentation. Individuals diagnosed with the excluded mental disorders listed may receive services ONLY when these disorders co-occur with a qualifying mental illness or substance related disorder. The qualifying mental illness or substance related disorder must be the presenting problem and the focus of service, and the individual must meet the functional criteria listed above.

SECTION II

ORIENTATION TO SERVICE AUTHORIZATION

FY2017 Behavioral Health Levels of Service

Specifically related to DBHDD authorization through its ASO vendor, services are organized into a set of categories which are defined by Level of Care, then Type of Care, which then define a subset of Services.

FY2017 Behavioral Health Services

Level of Service: Inpatient & Higher Level of Care (HLOC)

Level of Service	Type of Service	Type of Care Code	Type of Care Description	Service Class Code	Service Group Code	Service Class Name	Initial Auth		Concurrent Auth		Max Daily Units	Place of Service
							Max Auth Length	Max Units Auth'd	Max Auth Length	Max Units Auth'd		
Inpt	MH	BEH	Behavioral	IPF	20102	Community Based Inpatient (Psych)	varies	varies	varies	varies	1	21, 51
Inpt	MH, MHSU	BEH	Behavioral	CSU	20101	Crisis Stabilization [1]	20	20	varies	varies	1	11, 52, 53, 55, 56, 99
Inpt	SU	DETOX	Detox	CSU	20101	Crisis Stabilization [1]	20	20	varies	varies	1	11, 52, 53, 55, 56, 99
Inpt	MH	BEH	Behavioral	PRT	20506	PRTF	30	30	30	30	1	56
Inpt	SU	DETOX	Detox	IDF	21101	Residential Detox [1]	20	20	varies	varies	1	11, 12, 53, 99

Level of Service: Outpatient

Level of Service	Type of Service	Type of Care Code	Type of Care Description	Service Class Code	Service Group Code	Service Class Name	Initial Auth		Concurrent Auth		Max Daily Units	Place of Service
							Max Auth Length	Max Units Auth'd	Max Auth Length	Max Units Auth'd		
Outpt	MH, MHSU	ACT	ACT	ACT	20601	Assertive Community Treatment	90	240	90	240	60	11, 12, 53, 99
				CT1	21202	Community Transition Planning	90	50	90	50	12	11, 12, 53, 99
Outpt	SU	AMBDTX	AMBULATORY DETOX	OPD	21102	Ambulatory Detox	14	32	varies	varies	24	11, 12, 53, 99
				BHA	10101	BH Assmt & Service Plan Development	14	32	varies	varies	24	11, 12, 53, 99
				DAS	10103	Diagnostic Assessment	14	2	varies	varies	2	11, 12, 53, 99

Level of Service	Type of Service	Type of Care Code	Type of Care Description	Service Class Code	Service Group Code	Service Class Name	Initial Auth		Concurrent Auth		Max Daily Units	Place of Service
							Max Auth Length	Max Units Auth'd	Max Auth Length	Max Units Auth'd		
				CAO	10104	Interactive Complexity	14	22	varies	varies	4	11, 12, 53, 99
				PEM	10120	Psychiatric Treatment - (E&M)	14	40	varies	varies	2	11, 12, 53, 99
				ADS	10152	Addictive Disease Support Services	14	24	varies	varies	16	11, 12, 53, 99
				TIN	10160	Individual Outpatient Services	14	8	varies	varies	1	11, 12, 53, 99
				GRP	10170	Group Outpatient Services	14	80	varies	varies	4	11, 12, 53, 99
				FAM	10180	Family Outpatient Services	14	32	varies	varies	16	11, 12, 53, 99
Outpt	MH	CM	CASE MANAGEMENT (ADA)	CMS	21302	Case Management	180	104	180	104	24	11, 12, 53, 99
				PSR	10151	Psychosocial Rehabilitation - Individual	180	104	180	104	48	11, 12, 53, 99
				CT1	21202	Community Transition Planning	180	100	180	100	12	11, 12, 53, 99
Outpt	MH, SU, MHSU	CS	CRISIS SERVICES	CSC	20103	Crisis Service Center	20	7	20	7	1	11, 52, 53, 55, 56, 99
				CTP	20106	Community Transitional Placements	20	20	20	20	1	11, 12, 14, 53, 55, 56, 99
				UHB	20105	Temporary Observation	20	7	20	7	1	11, 52, 53, 55, 56, 99
				BHA	10101	BH Assmt & Service Plan Development	20	32	20	32	24	11, 12, 53, 99
				DAS	10103	Diagnostic Assessment	20	2	20	2	2	11, 12, 53, 99
				CAO	10104	Interactive Complexity	20	22	20	22	4	11, 12, 53, 99
				CIN	10110	Crisis Intervention	20	80	20	80	8	11, 12, 53, 99
				PEM	10120	Psychiatric Treatment - (E&M)	20	40	20	40	2	11, 12, 53, 99
				NUR	10130	Nursing Services	20	80	20	80	5	11, 12, 53, 99
				MED	10140	Medication Administration	20	24	20	24	1	11, 12, 53, 99
				CSI	10150	Community Support - Individual	20	32	20	32	32	11, 12, 53, 99
				PSR	10151	Psychosocial Rehabilitation - Individual	20	32	20	32	8	11, 12, 53, 99
				ADS	10152	Addictive Disease Support Services	20	24	20	24	16	11, 12, 53, 99
				TIN	10160	Individual Outpatient Services	20	14	20	14	1	11, 12, 53, 99
				GRP	10170	Group Outpatient Services	20	80	20	80	4	11, 12, 53, 99
				FAM	10180	Family Outpatient Services	20	20	20	20	4	11, 12, 53, 99
				CMS	21302	Case Management	20	84	20	84	12	11, 12, 53, 99
Outpt	MH	CST	CST	CST	20605	Community Support Team	90	240	90	240	60	11, 12, 53, 99

Level of Service	Type of Service	Type of Care Code	Type of Care Description	Service Class Code	Service Group Code	Service Class Name	Initial Auth		Concurrent Auth		Max Daily Units	Place of Service
							Max Auth Length	Max Units Auth'd	Max Auth Length	Max Units Auth'd		
				CT1	21202	Community Transition Planning	90	50	90	50	12	11, 12, 53, 99
Outpt	MH, SU	IR	Independent Residential	IRS	20501	Independent Residential	90	90	90	90	1	11, 12, 14, 53, 55, 56, 99
Outpt	MH, SU	SIM	Semi-Independent Residential	SRS	20502	Semi-Independent Residential	90	90	90	90	1	11, 12, 14, 53, 55, 56, 99
Outpt	MH, SU	INR	Intensive Residential	INT	20503	Intensive Residential	90	90	90	90	1	11, 12, 14, 53, 55, 56, 99
Outpt	MH, SU	SRC	Structured Residential - C&A	STR	20510	Structured Residential - C&A	180	180	180	180	1	11, 12, 14, 53, 55, 56, 99
Outpt	MH	ICM	ICM	ICM	21301	Intensive Case Management	90	104	90	104	24	11, 12, 53, 99
				PSR	10151	Psychosocial Rehabilitation - Individual	90	104	90	104	48	11, 12, 53, 99
				CT1	21202	Community Transition Planning	90	100	90	100	12	11, 12, 53, 99
Outpt	MH	IFI	Intensive Family Intervention	IFI	20602	Intensive Family Intervention	90	288	90	288	48	11, 12, 53, 99
				CT1	21202	Community Transition Planning	90	50	90	50	12	11, 12, 53, 99
Outpt	SU	SAIOPA	SAIOP - Adult	BHA	10101	BH Assmt & Service Plan Development	180	32	180	32	24	11, 12, 53, 99
				DAS	10103	Diagnostic Assessment	180	4	180	4	2	11, 12, 53, 99
				CAO	10104	Interactive Complexity	180	48	180	48	4	11, 12, 53, 99
				PEM	10120	Psychiatric Treatment - (E&M)	180	12	180	12	2	11, 12, 53, 99
				NUR	10130	Nursing Services	180	48	180	48	16	11, 12, 53, 99
				MED	10140	Medication Administration	180	6	180	6	1	11, 12, 53, 99
				ADS	10152	Addictive Disease Support Services	180	200	180	200	48	11, 12, 53, 99
				TIN	10160	Individual Outpatient Services	180	36	180	36	1	11, 12, 53, 99
				GRP	10170	Group Outpatient Services	180	1,170	180	1,170	20	11, 12, 53, 99
				FAM	10180	Family Outpatient Services	180	100	180	100	8	11, 12, 53, 99
				PSI	20306	Peer Support - Individual	180	312	180	312	48	11, 12, 53, 99
				PSW	20302	Peer Support Whole Health & Wellness	180	208	180	208	6	11, 12, 53, 99
Outpt	SU	SAIOPC	SAIOP - C&A	BHA	10101	BH Assmt & Service Plan Development	180	32	180	32	24	11, 12, 53, 99
				DAS	10103	Diagnostic Assessment	180	4	180	4	2	11, 12, 53, 99
				CAO	10104	Interactive Complexity	180	48	180	48	4	11, 12, 53, 99

Level of Service	Type of Service	Type of Care Code	Type of Care Description	Service Class Code	Service Group Code	Service Class Name	Initial Auth		Concurrent Auth		Max Daily Units	Place of Service
							Max Auth Length	Max Units Auth'd	Max Auth Length	Max Units Auth'd		
				PEM	10120	Psychiatric Treatment - (E&M)	180	12	180	12	2	11, 12, 53, 99
				NUR	10130	Nursing Services	180	48	180	48	16	11, 12, 53, 99
				CSI	10150	Community Support - Individual	180	200	180	200	48	11, 12, 53, 99
				TIN	10160	Individual Outpatient Services	180	36	180	36	1	11, 12, 53, 99
				GRP	10170	Group Outpatient Services	180	1,170	180	1,170	20	11, 12, 53, 99
				FAM	10180	Family Outpatient Services	180	100	180	100	16	11, 12, 53, 99
Outpt	MH, SU, MHSU	NIO	Non-Intensive Outpatient [2]	BHA	10101	BH Assmt & Service Plan Development	90	32	275	64	24	11, 12, 53, 99
				TST	10102	Psychological Testing	90	5	275	10	5	11, 12, 53, 99
				DAS	10103	Diagnostic Assessment	90	2	275	4	2	11, 12, 53, 99
				CAO	10104	Interactive Complexity	90	24	275	96	4	11, 12, 53, 99
				CIN	10110	Crisis Intervention	90	20	275	96	16	11, 12, 53, 99
				PEM	10120	Psychiatric Treatment - (E&M)	90	12	275	48	2	11, 12, 53, 99
				NUR	10130	Nursing Services	90	12	275	120	16	11, 12, 53, 99
				MED	10140	Medication Administration	90	6	275	120	1	11, 12, 53, 99
				CSI	10150	Community Support - Individual	90	68	275	160	48	11, 12, 53, 99
				PSR	10151	Psychosocial Rehabilitation - Individual	90	52	275	160	48	11, 12, 53, 99
				ADS	10152	Addictive Disease Support Services	90	100	275	600	48	11, 12, 53, 99
				TIN	10160	Individual Outpatient Services	90	8	275	48	2	11, 12, 53, 99
				GRP	10170	Group Outpatient Services	90	480	275	400	20	11, 12, 53, 99
				FAM	10180	Family Outpatient Services	90	32	275	120	16	11, 12, 53, 99
				CT1	21202	Community Transition Planning	90	24	275	48	24	11, 12, 53, 99
				CMS	21302	Case Management	90	68	275	160	24	11, 12, 53, 99
				PSI	20306	Peer Support - Individual	90	72	275	312	48	11, 12, 53, 99
				PSW	20302	Peer Support Whole Health & Wellness	90	72	275	312	6	11, 12, 53, 99
Outpt	SU	OM	Medication Assisted Treatment (MAT Program)	MDM	21001	Opioid Maintenance	90	80	365	150	1	11, 12, 53, 99
				BHA	10101	BH Assmt & Service Plan Development	90	24	365	24	12	11, 12, 53, 99
				DAS	10103	Diagnostic Assessment	90	2	365	4	2	11, 12, 53, 99
				CAO	10104	Interactive Complexity	90	24	365	96	4	11, 12, 53, 99

Level of Service	Type of Service	Type of Care Code	Type of Care Description	Service Class Code	Service Group Code	Service Class Name	Initial Auth		Concurrent Auth		Max Daily Units	Place of Service
							Max Auth Length	Max Units Auth'd	Max Auth Length	Max Units Auth'd		
				CIN	10110	Crisis Intervention	90	20	365	96	16	11, 12, 53, 99
				PEM	10120	Psychiatric Treatment - (E&M)	90	6	365	6	1	11, 12, 53, 99
				NUR	10130	Nursing Services	90	24	365	96	4	11, 12, 53, 99
				MED	10140	Medication Administration	90	80	365	150	1	11, 12, 53, 99
				ADS	10152	Addictive Disease Support Services	90	100	365	96	4	11, 12, 53, 99
				TIN	10160	Individual Outpatient Services	90	12	365	36	1	11, 12, 53, 99
				GRP	10170	Group Outpatient Services	90	180	365	730	4	11, 12, 53, 99
				FAM	10180	Family Outpatient Services	90	48	365	48	4	11, 12, 53, 99
Outpt	MH, SU, MHSU	PSP	Peer Support Program	PSI	20306	Peer Support - Individual	180	520	180	520	48	11, 12, 53, 99
				PSP	20307	Peer Support - Group	180	650	180	650	5	11, 12, 53, 99
				PSW	20302	Peer Support Whole Health & Wellness	180	400	180	400	6	11, 12, 53, 99
Outpt	MH	PRP	Psychosocial Rehab Program	PSR	10151	Psychosocial Rehabilitation - Individual	180	104	180	104	48	11, 12, 53, 99
				PRE	20908	Psychosocial Rehabilitation - Group	180	300	180	300	20	11, 12, 53, 99
Outpt	MH	SE	Supported Employment	SE8	20401	Supported Employment	90	3	90	3	1	11, 12, 18, 53, 99
				TOR	20402	Task Oriented Rehabilitation	90	150	90	150	8	11, 12, 53, 99
Outpt	SU	TCSAD	Treatment Court - AD	BHA	10101	BH Assmt & Service Plan Development	365	32	365	32	24	11, 12, 53, 99
				DAS	10103	Diagnostic Assessment	365	5	365	5	2	11, 12, 53, 99
				CAO	10104	Interactive Complexity	365	2	365	2	2	11, 12, 53, 99
				CIN	10110	Crisis Intervention	365	48	365	48	4	11, 12, 53, 99
				PEM	10120	Psychiatric Treatment - (E&M)	365	24	365	24	2	11, 12, 53, 99
				NUR	10130	Nursing Services	365	60	365	60	16	11, 12, 53, 99
				MED	10140	Medication Administration	365	60	365	60	1	11, 12, 53, 99
				ADS	10152	Addictive Disease Support Services	365	300	365	300	48	11, 12, 53, 99
				TIN	10160	Individual Outpatient Services	365	24	365	24	2	11, 12, 53, 99
				GRP	10170	Group Outpatient Services	365	200	365	200	20	11, 12, 53, 99
				FAM	10180	Family Outpatient Services	365	60	365	60	16	11, 12, 53, 99
				CT1	21202	Community Transition Planning	365	24	365	24	24	11, 12, 53, 99
				PSI	20306	Peer Support - Individual	365	312	365	312	48	11, 12, 53, 99

Level of Service	Type of Service	Type of Care Code	Type of Care Description	Service Class Code	Service Group Code	Service Class Name	Initial Auth		Concurrent Auth		Max Daily Units	Place of Service
							Max Auth Length	Max Units Auth'd	Max Auth Length	Max Units Auth'd		
				PSW	20302	Peer Support Whole Health & Wellness	365	312	365	312	6	11, 12, 53, 99
Outpt	MH	TCS	Treatment Court - MH	BHA	10101	BH Assmt & Service Plan Development	365	32	365	32	24	11, 12, 53, 99
				DAS	10103	Diagnostic Assessment	365	5	365	5	2	11, 12, 53, 99
				CAO	10104	Interactive Complexity	365	2	365	2	2	11, 12, 53, 99
				CIN	10110	Crisis Intervention	365	48	365	48	4	11, 12, 53, 99
				PEM	10120	Psychiatric Treatment - (E&M)	365	24	365	24	2	11, 12, 53, 99
				NUR	10130	Nursing Services	365	60	365	60	16	11, 12, 53, 99
				MED	10140	Medication Administration	365	60	365	60	1	11, 12, 53, 99
				PSR	10151	Psychosocial Rehabilitation - Individual	365	80	365	80	48	11, 12, 53, 99
				TIN	10160	Individual Outpatient Services	365	24	365	24	2	11, 12, 53, 99
				GRP	10170	Group Outpatient Services	365	200	365	200	20	11, 12, 53, 99
				FAM	10180	Family Outpatient Services	365	60	365	60	16	11, 12, 53, 99
				CT1	21202	Community Transition Planning	365	24	365	24	24	11, 12, 53, 99
				CMS	21302	Case Management	365	80	365	80	24	11, 12, 53, 99
				PSI	20306	Peer Support - Individual	365	312	365	312	48	11, 12, 53, 99
				PSW	20302	Peer Support Whole Health & Wellness	365	312	365	312	6	11, 12, 53, 99
Outpt	SU	WTRSO	WTRS - Outpatient	BHA	10101	BH Assmt & Service Plan Development	180	32	180	32	24	11, 12, 53, 99
				DAS	10103	Diagnostic Assessment	180	4	180	4	2	11, 12, 53, 99
				CAO	10104	Interactive Complexity	180	48	180	48	4	11, 12, 53, 99
				PEM	10120	Psychiatric Treatment - (E&M)	180	12	180	12	2	11, 12, 53, 99
				NUR	10130	Nursing Services	180	48	180	48	16	11, 12, 53, 99
				ADS	10152	Addictive Disease Support Services	180	200	180	200	48	11, 12, 53, 99
				TIN	10160	Individual Outpatient Services	180	36	180	36	1	11, 12, 53, 99
				GRP	10170	Group Outpatient Services	180	1,170	180	1,170	20	11, 12, 53, 99
				FAM	10180	Family Outpatient Services	180	100	180	100	8	11, 12, 53, 99
				WTT	20517	WTRS - Transitional Bed	180	180	180	180	1	11, 12, 14, 53, 55, 56, 99
				PSI	20306	Peer Support - Individual	180	156	180	156	48	11, 12, 53, 99
				PSW	20302	Peer Support Whole Health & Wellness	180	156	180	156	6	11, 12, 53, 99

Level of Service	Type of Service	Type of Care Code	Type of Care Description	Service Class Code	Service Group Code	Service Class Name	Initial Auth		Concurrent Auth		Max Daily Units	Place of Service
							Max Auth Length	Max Units Auth'd	Max Auth Length	Max Units Auth'd		
Outpt	SU	WTRSR	WTRS - Residential	BHA	10101	BH Assmt & Service Plan Development	180	32	180	32	24	11, 12, 53, 99
				DAS	10103	Diagnostic Assessment	180	4	180	4	2	11, 12, 53, 99
				CAO	10104	Interactive Complexity	180	48	180	48	4	11, 12, 53, 99
				PEM	10120	Psychiatric Treatment - (E&M)	180	24	180	24	2	11, 12, 53, 99
				NUR	10130	Nursing Services	180	48	180	48	16	11, 12, 53, 99
				MED	10140	Medication Administration	180	40	180	40	1	11, 12, 53, 99
				WTR	20516	WTRS - Residential	180	180	180	180	1	11, 12, 14, 53, 55, 56, 99
				WTT	20517	WTRS - Transitional Bed	180	180	180	180	1	11, 12, 14, 53, 55, 56, 99

1. CSU and Residential Detox - Initial authorization period is being modified to 20 days until a date to be determined. At which time will revert back to 7 days. Concurrent authorization period varies based on request/approval.
2. Non-Intensive Outpatient - Initial/Concurrent authorization periods are being modified to 90/275 days respectively until a date to be determined. At which time will revert back to 30/365 days.

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C&A Non-Intensive Outpatient Services

Behavioral Health Assessment

Transaction Code	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate
MH Assessment by a non-Physician	Practitioner Level 2, In-Clinic	H0031	U2	U6			$38.97	Practitioner Level 2, Out-of-Clinic	H0031	U2	U7			$46.76
	Practitioner Level 3, In-Clinic	H0031	U3	U6			$30.01	Practitioner Level 3, Out-of-Clinic	H0031	U3	U7			$36.68
	Practitioner Level 4, In-Clinic	H0031	U4	U6			$20.30	Practitioner Level 4, Out-of-Clinic	H0031	U4	U7			$24.36
	Practitioner Level 5, In-Clinic	H0031	U5	U6			$15.13	Practitioner Level 5, Out-of-Clinic	H0031	U5	U7			$18.15
Unit Value	15 minutes							Utilization Criteria	TBD					
Service Definition	The Behavioral Health Assessment process consists of a face-to-face comprehensive clinical assessment with the individual, which must include the youth's perspective as a full partner and should include family/responsible caregiver(s) and others significant in the youth's life as well as collateral agencies/treatment providers. The purpose of the Behavioral Health Assessment process is to gather all information needed in to determine the youth's problems, symptoms, strengths, needs, abilities, resources and preferences, to develop a social (extent of natural supports and community integration) and medical history, to determine functional level and degree of ability versus disability, if necessary, to assess trauma history and status, and to engage with collateral contacts for other assessment information. An age-sensitive suicide risk assessment shall also be completed. The information gathered should support the determination of a differential diagnosis and assist in screening for/ruling-out potential co-occurring disorders. As indicated, information from medical, nursing, school, nutritional, etc. staff should serve as the basis for the comprehensive assessment and the resulting IRP.													
Admission Criteria	1. A known or suspected mental illness or substance-related disorder; and 2. Initial screening/intake information indicates a need for further assessment.													
Continuing Stay Criteria	The youth's situation/functioning has changed in such a way that previous assessments are outdated.													
Discharge Criteria	1. An adequate continuing care plan has been established; and one or more of the following: 2. Individual has withdrawn or been discharged from service; or 3. Individual no longer demonstrates need for additional assessment.													
Required Components	1. Any diagnosis given to an individual must come from persons identified in O.C.G.A Practice Acts as qualified to provide a diagnosis. These practitioners include a licensed clinical social worker, licensed psychologist, a physician or a PA or APRN (NP and CNS-PMH) working in conjunction with a physician with an approved job description or protocol. 2. As indicated, medical, nursing, peer, school, nutritional, etc. staff can provide information from records, and various multi-disciplinary resources to complete the comprehensive nature of the assessment and time spent gathering this information may be billed as long as the detailed documentation justifies the time and need for capturing said information. 3. An initial Behavioral Health Assessment is required within the first 30 days of service with ongoing assessments completed as demanded by changes with an individual.													

Billing & Reporting Requirements	A provider may submit an authorization request and subsequent claim for BHA for an individual who may have been erroneously referred for assessment and, upon the results of that assessment, it is determined that the person does not meet eligibility as defined in this manual.

Community Support

Transaction Code	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate
Community Support	Practitioner Level 4, In-Clinic	H2015	U4	U6			$20.30	Practitioner Level 4, In-Clinic, Collateral Contact	H2015	UK	U4	U6		$20.30
	Practitioner Level 5, In-Clinic	H2015	U5	U6			$15.13	Practitioner Level 5, In-Clinic, Collateral Contact	H2015	UK	U5	U6		$15.13
	Practitioner Level 4, Out-of-Clinic	H2015	U4	U7			$24.36	Practitioner Level 4, Out-of-Clinic, Collateral Contact	H2015	UK	U4	U7		$24.36
	Practitioner Level 5, Out-of-Clinic	H2015	U5	U7			$18.15	Practitioner Level 5, Out-of-Clinic, Collateral Contact	H2015	UK	U5	U7		$18.15
Unit Value	15 minutes							Utilization Criteria	TBD					

Service Definition

Community Support services consist of rehabilitative, environmental support and resources coordination considered essential to assist a youth/family in gaining access to necessary services and in creating environments that promote resiliency and support the emotional and functional growth and development of the youth. The service activities of Community Support include:

1. Assistance to the youth and family/responsible caregivers in the facilitation and coordination of the Individual Resiliency Plan (IRP) including providing skills support in the youth/family's self-articulation of personal goals and objectives;
2. Planning in a proactive manner to assist the youth/family in managing or preventing crisis situations;
3. Individualized interventions, which shall have as objectives:
    a) Identification, with the youth, of strengths which may aid him/her in achieving resilience, as well as barriers that impede the development of skills necessary for age-appropriate functioning in school, with peers, and with family;
    b) Support to facilitate enhanced natural and age-appropriate supports (including support/assistance with defining what wellness means to the youth in order to assist them with resiliency-based goal setting and attainment);
    c) Assistance in the development of interpersonal, community coping and functional skills (including adaptation to home, school and healthy social environments);
    d) Encouraging the development and eventual succession of natural supports in living, learning, working, other social environments;
    e) Assistance in the acquisition of skills for the youth to self-recognize emotional triggers and to self-manage behaviors related to the youth's identified emotional disturbance;
    f) Assistance with personal development, school performance, work performance, and functioning in social and family environment through teaching skills/strategies to ameliorate the effect of behavioral health symptoms;
    g) Assistance in enhancing social and coping skills that ameliorate life stresses resulting from the youth's emotional disturbance;
    h) Service and resource coordination to assist the youth and family in gaining access to necessary rehabilitative, medical, social and other services and supports;
    i) Assistance to youth and other supporting natural resources with illness understanding and self-management;
    j) Any necessary monitoring and follow-up to determine if the services accessed have adequately met the youth's needs;
    k) Identification, with the youth/family, of risk indicators related to substance related disorder relapse, and strategies to prevent relapse.

This service is provided to youth in order to promote stability and build towards age-appropriate functioning in their daily environment. Stability is measured by a decreased number of hospitalizations, by decreased frequency and duration of crisis episodes and by increased and/or stable participation in school and

	community activities. Supports based on the youth's needs are used to promote resiliency while understanding the effects of the emotional disturbance and/or substance use/abuse and to promote functioning at an age-appropriate level. The Community Support staff will serve as the primary coordinator of behavioral health services and will provide linkage to community; general entitlements; and psychiatric, substance use/abuse, medical services, crisis prevention and intervention services.
Admission Criteria	1. Individual must meet target population criteria as indicated above; and one or more of the following: 2. Individual may need assistance with developing, maintaining, or enhancing social supports or other community coping skills; or 3. Individual may need assistance with daily living skills including coordination to gain access to necessary rehabilitative and medical services.
Continuing Stay Criteria	1. Individual continues to meet admission criteria; and 2. Individual demonstrates documented progress or maintenance of community skills relative to goals identified in the Individualized Resiliency Plan.
Discharge Criteria	1. An adequate continuing care plan has been established; and one or more of the following: 2. Goals of Individualized Resiliency Plan have been substantially met; or 3. Individual/family requests discharge and the individual is not imminently in danger of harm to self or others; or 4. Transfer to another service is warranted by change in the individual's condition.
Service Exclusions	1. Intensive Family Intervention may be provided concurrently during transition between these services for support and continuity of care for a maximum of four units of CSI per month. If services are provided concurrently, CSI should not be duplication of IFI services. This service must be adequately justified in the Individualized Resiliency Plan. 2. Assistance to the youth and family/responsible caregivers in the facilitation and coordination of the Individual Resiliency Plan (IRP) including providing skills support in the youth/family's self-articulation of personal goals and objectives can be billed as CSI; however, the actual plan development must be billed and provided in accordance with the service guideline for Service Plan Development. 3. The billable activities of Community Support do not include: a. Transportation. b. Observation/Monitoring. c. Tutoring/Homework Completion. d. Diversionary Activities (i.e. activities/time for which a therapeutic intervention tied to a goal on the individual's recovery/resiliency plan (IRP) is not occurring).
Clinical Exclusions	1. There is a significant lack of community coping skills such that a more intensive service is needed. 2. Individuals with the following conditions are excluded from admission unless there is clearly documented evidence of a co-occurring Behavioral Health condition: Developmental Disability, Autism, Organic Mental Disorder, Traumatic Brain Injury.
Required Components	1. Community Support services must include a variety of interventions in order to assist the individual in developing: a. Symptom self-monitoring and self-management of symptoms. b. Strategies and supportive interventions for avoiding out-of-home placement for youth and building stronger family support skills and knowledge of the youth or youth's strengths and limitations. c. Relapse prevention strategies and plans. 2. Community Support services focus on building and maintaining a therapeutic relationship with the youth and facilitating treatment and resiliency goals. 3. Contact must be made with youth receiving Community Support services a minimum of twice each month. At least one of these contacts must be face-to-face and the second may be either face-to-face or telephone contact (denoted by the UK modifier) depending on the youth's support needs and documented preferences of the family. 4. At least 50% of CSI service units must be delivered face-to-face with the identified youth receiving the service and at least 80% of all face-to-face service units must be delivered in non-clinic settings over the authorization period (these units are specific to single individual records and are not aggregate across an agency/program or multiple payers). 5. In the absence of the required monthly face-to-face contact and if at least two unsuccessful attempts to make face-to-face contact have been tried and documented, the provider may bill for a maximum of two telephone contacts in that specified month (denoted by the UK modifier). 6. Unsuccessful attempts to make contact with the individual are not billable.

	7. When the primary focus of Community Support services for youth is medication maintenance, the following allowances apply: a. These youth are not counted in the offsite service requirement or the individual-to-staff ratio; and b. These youth are not counted in the monthly face-to-face contact requirement; however, face-to-face contact is required every 3 months and monthly calls are an allowed billable service.
Staffing Requirements	Community Support practitioners may have the recommended individual-to-staff ratio of 30 individuals per staff member and must maintain a maximum ratio of 50 individuals per staff member. Youth who receive only medication maintenance are not counted in the staff ratio calculation.
Clinical Operations	1. Community Support services provided to youth must include coordination with family and significant others and with other systems of care (such as the school system, etc.) juvenile justice system, and child welfare and child protective services when appropriate to treatment and educational needs. This coordination with other child-serving entities is an essential component of Community Support and can be billed for up to 70 percent of the contacts when directly related to the support and enhancement of the youth's resilience. When this type of intervention is delivered, it shall be designated with a UK modifier. 2. The organization must have a Community Support Organizational Plan that addresses the following: a. Description of the particular rehabilitation, resiliency and natural support development models utilized, types of intervention practiced, and typical daily schedule for staff. b. Description of the staffing pattern and how staff are deployed to assure that the required staff-to-individual ratios are maintained, including how unplanned staff absences, illnesses, or emergencies are accommodated, how case mix is managed, access, etc. c. Description of the hours of operations as related to access and availability to the youth served; and d. Description of how the plan for services is modified or adjusted to meet the needs specified in every Individualized Resiliency Plan. 3. Utilization (frequency and intensity) of CSI should be directly related to the CANS and to the other functional elements of the youth's assessment. In addition, when clinical/functional needs are great, there should be complementary therapeutic services by licensed/credential professionals paired with the provision of CSI (individual, group, family, etc.).
Service Accessibility	Specific to the "Medication Maintenance Track," individuals who require more than 4 contacts per quarter for two consecutive quarters (as based upon clinical need) are expected to be re-evaluated with the CANS for enhanced access to CSI and/or other services. The designation of the CSI "medication maintenance track" should be lifted and exceptions stated above in A.10. are no longer applied.
Reporting and Billing Requirements	When a billable collateral contact is provided, the H2015UK reporting mechanism shall be utilized. A collateral contact is classified as any contact that is not face-to-face with the individual.

Community Transition Planning

Transaction Code	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate
Community Transition Planning	Community Transition Planning (State Hospital)	T2038	ZH				$20.92	Community Transition Planning (Jail / Youth Detention Center)	T2038	ZJ				$20.92
	Community Transition Planning (Crisis Stabilization Unit)	T2038	ZC				$20.92	Community Transition Planning(Other)	T2038	ZO				$20.92
	Community Transition Planning (PRTF)	T2038	ZP				$20.92							
Unit Value	15 minutes							Utilization Criteria	Available to those currently in qualifying facilities who meet the DBHDD Eligibility Definition					

Service Definition	Community Transition Planning (CTP) is a service provided by Tier 1, Tier II and IFI providers to address the care, service, and support needs of youth to ensure a coordinated plan of transition from a qualifying facility to the community. Each episode of CTP must include contact with the individual, family, or caregiver with a minimum of one (1) face-to-face contact with the individual prior to release from a facility. Additional Transition Planning activities include: educating the individual, family, and/or caregiver on service options offered by the chosen primary service agency; participating in facility treatment team meetings to develop a transition plan. In partnership between other community service providers and the hospital/f facility staff, the community service agency maintains responsibility for carrying out transitional activities either by the individual's chosen primary service coordinator or by the service coordinator's designated Community Transition Liaison. CTP may also be used for Community Support staff, ACT team members and Certified Peer Specialists who work with the individual in the community or will work with the individual in the future to maintain or establish contact with the individual. CTP consists of the following interventions to ensure the youth, family, and/or caregiver transitions successfully from the facility to their local community: • Establishing a connection or reconnection with the youth/parent/caregiver through supportive contacts while in the qualifying facility. By engaging with the youth, this helps to develop and strengthen a relationship. • Educating the youth/parent/caregiver about local community resources and service options available to meet their needs upon transition into the community. This allows the youth/parent/caregiver to make self-directed, informed choices on service options to best meet their needs; • Participating in qualifying facility team meetings especially in person centered planning for those in an out-of-home treatment facility for longer than 60 days, to share hospital and community information related to estimated length of stay, present problems related to admission, discharge/release criteria, progress toward recovery goals, personal strengths, available supports and assets, medical condition, medication issues, and community-based service needs; • Linking the youth with community services including visits between the youth and the Community Support staff, or IFI team members who will be working with the youth/parent/caregiver in the community to improve the likelihood of the youth accepting services and working toward change.
Admission Criteria	Individual who meets DBHDD Eligibility while in one of the following qualifying facilities: 1. State Operated Hospital, 2. Crisis Stabilization Unit (CSU), 3. Psychiatric Residential Treatment Facility (PRTF), 4. Jail/Youth Development Center (YDC), 5. Other (ex: Community Psychiatric Hospital).
Continuing Stay Criteria	Same as above.
Discharge Criteria	1. Individual/family requests discharge; or 2. Individual no longer meets DBHDD Eligibility; or 3. Individual is discharged from a qualifying facility.
Clinical Exclusions	Individuals with the following conditions are excluded from admission unless there is clearly documented evidence of a co-occurring Behavioral Health condition: Developmental Disability, Autism, Organic Mental Disorder, Traumatic Brain Injury.
Required Components	Prior to Release from a Qualifying Facility: When the youth has had (a) a length of stay of 60 days or longer in a facility or (b) youth is readmitted to a facility within 30 days of discharge, a community transition plan in partnership with the facility is required. Evidence of planning shall be recorded and a copy of the Plan shall be included in both the youth's hospital and community record.
Clinical Operations	1. If you are an IFI provider, you may provide this service to those youth who are working towards transition into the community (as defined in the CTP guideline) and are expected to receive services from the IFI team. Please refer to the CTP Guideline for the detail. 2. Community Transition Planning activities shall include: a. Telephone and Face-to-face contacts with youth/family/caregiver; b. Participating in youth's clinical staffing(s) prior to their discharge from the facility;

	c. Applications for youth resources and services prior to discharge from the facility including: i. Healthcare; ii. Entitlements for which they are eligible; iii. Education; iv. Consumer Support Services; v. Applicable waivers, i.e., PRTF, and/or Intellectual and/or Developmental Disabilities (IID/IDD).
Service Accessibility	1. This service must be available 7 days a week (if the qualifying facility discharges or releases 7 days a week). 2. This service may be delivered via telemedicine technology or via telephone conferencing.
Reporting & Billing Requirements	1. The modifier on Procedure Code indicates setting from which the individual is transitioning. 2. There must be a minimum of one face-to-face with the youth prior to release from hospital or qualifying facility in order to bill for any telephone contacts.
Documentation Requirements	1. A documented Community Transition Plan for: a. Individuals with a length of stay greater than 60 days; or b. Individuals readmitted within 30 days of discharge. 2. Documentation of all face-to-face and telephone contacts and a description of progress with Community Transition Plan implementation and outcomes.

Crisis Intervention

Transaction Code	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate
Crisis Intervention	Practitioner Level 1, In-Clinic	H2011	U1	U6			$58.21	Practitioner Level 1, Out-of-Clinic	H2011	U1	U7			$74.09
	Practitioner Level 2, In-Clinic	H2011	U2	U6			$38.97	Practitioner Level 2, Out-of-Clinic	H2011	U2	U7			$46.76
	Practitioner Level 3, In-Clinic	H2011	U3	U6			$30.01	Practitioner Level 3, Out-of-Clinic	H2011	U3	U7			$36.68
	Practitioner Level 4, In-Clinic	H2011	U4	U6			$20.30	Practitioner Level 4, Out-of-Clinic	H2011	U4	U7			$24.36
	Practitioner Level 5, In-Clinic	H2011	U5	U6			$ 15.13	Practitioner Level 5, Out-of-Clinic	H2011	U5	U7			$ 18.15
Psychotherapy for Crisis	Practitioner Level 1, In-Clinic, first 60 minutes (base code)	90839	U1	U6			$232.84	Practitioner Level 1, Out-of-Clinic	90840	U1	U6			$116.42
	Practitioner Level 2, In-Clinic, first 60 minutes (base code)	90839	U2	U6			$155.88	Practitioner Level 2, Out-of-Clinic, add-on each additional 30 mins.	90840	U2	U6			$77.94
	Practitioner Level 3, In-Clinic, first 60 minutes (base code)	90839	U3	U6			$120.04	Practitioner Level 3, Out-of-Clinic, add-on each additional 30 mins.	90840	U3	U6			$60.02
	Practitioner Level 1, In-Clinic, first 60 minutes (base code)	90839	U1	U7			$296.36	Practitioner Level 1, Out-of-Clinic, add-on each additional 30 mins.	90840	U1	U7			$148.18

	Practitioner Level 2, In-Clinic, first 60 minutes (base code)	90839	U2	U7	[redacted]	$187.04	Practitioner Level 2, Out-of-Clinic, add-on each additional 30 mins.	90840	U2	U7	[redacted]	$93.52
	Practitioner Level 3, In-Clinic, first 60 minutes (base code)	90839	U3	U7		$146.72	Practitioner Level 3, Out-of-Clinic, add-on each additional 30 mins.	90840	U3	U7		$73.36

Unit Value	Crisis Intervention	15 minutes	Maximum Daily Units*	Crisis Intervention: 16 units
	Psychotherapy for Crisis	1 encounter		Psychotherapy for Crisis, base code: 2 encounters
				Psychotherapy for Crisis, add-ons: 4 encounters

Utilization Criteria	TBD
Service Definition	Services directed toward the support of a child who is experiencing an abrupt and substantial change in behavior which is usually associated with a precipitating situation and which is in the direction of severe impairment of functioning or a marked increase in personal distress. Crisis Intervention is designed to prevent out of home placement or hospitalization. Often, a crisis exists at such time as a child and/or his or her family/responsible caregiver(s) decide to seek help and/or the individual, family/responsible caregiver(s), or practitioner identifies the situation as a crisis. Crisis services are time-limited and present-focused in order to address the immediate crisis and develop appropriate links to alternate services. Services may involve the youth and his/her family/responsible caregiver(s) and/or significant other, as well as other service providers. The current family-owned safety plan, if existing, should be utilized to help manage the crisis. Interventions provided should honor and be respectful of the child and family's wishes/choices by following the plan as closely as possible in line with appropriate clinical judgment. Plans/advanced directives developed during the Assessment/IRP process should be reviewed and updated (or developed if the individual is a new individual) as part of this service to help prevent or manage future crisis situations. Some examples of interventions that may be used to de-escalate a crisis situation could include: a situational assessment; active listening and empathic responses to help relieve emotional distress; effective verbal and behavioral responses to warning signs of crisis related behavior; assistance to, and involvement/participation of the individual (to the extent he or she is capable) in active problem solving planning and interventions; facilitation of access to a myriad of crisis stabilization and other services deemed necessary to effectively manage the crisis; mobilization of natural support systems; and other crisis interventions as appropriate to the individual and issues to be addressed.
Admission Criteria	1. Treatment at a lower intensity has been attempted or given serious consideration; and #2 and/or #3 are met: 2. Youth has a known or suspected mental health diagnosis or substance related disorder; or 3. Youth is at risk of harm to self, others and/or property. Risk may range from mild to imminent; and one or both of the following: a. Youth has insufficient or severely limited resources or skills necessary to cope with the immediate crisis; or b. Youth demonstrates lack of judgment and/or impulse control and/or cognitive/perceptual abilities.
Continuing Stay Criteria	This service may be utilized at various points in the youth's course of treatment and recovery, however, each intervention is intended to be a discrete time-limited service that stabilizes the individual and moves him/her to the appropriate level of care.
Discharge Criteria	1. Youth no longer meets continued stay guidelines; and 2. Crisis situation is resolved and an adequate continuing care plan has been established.
Clinical Exclusions	Severity of clinical issues precludes provision of services at this level of care.

Clinical Operations	In any review of clinical appropriateness of this service, the mix of services offered to the individual is important. The use of crisis units will be looked at by the Administrative Services Organization in combination with other supporting services. For example, if an individual presents in crisis and the crisis is alleviated within an hour but ongoing support continues, it is expected that 4 units of crisis will be billed and then some supporting service such as individual counseling will be utilized to support the individual during that interval of service.
Staffing Requirements	1. 90839 and 90840 are only utilized when the content of the service delivered is Crisis Psychotherapy. Therefore, the only practitioners who can do this are those who are recognized as practitioners for Individual Counseling in the Service X Practitioner Table A. included herein. 2. The practitioner who will bill 90839 (and 90840 if time is necessary) must devote full attention to the individual served and cannot provide services to other individuals during the time identified in the medical record and in the related claim/encounter/submission.
Service Accessibility	1. All crisis service response times for this service must be within 2 hours of the individual or other constituent contact to the provider agency. 2. Services are available 24-hours/ day, 7 days per week, and may be offered by telephone and/or face-to-face in most settings (e.g. home, school, community, clinic etc.). 3. Demographic information collected shall include a preliminary determination of hearing status to determine referral to DBHDD Office of Deaf Services.
Additional Medicaid Requirements	The daily maximum within a CSU for Crisis Intervention is 8 units/day.
Reporting and Billing Requirements	1. Any use of a telephonic intervention must be coded/reported with a U6 modifier as the person providing the telephonic intervention is not expending the additional agency resources in order to be in the community where the person is located during the crisis. 2. Any use beyond 16 units will not be denied but will trigger an immediate retrospective review. 3. Psychotherapy for Crisis (90839, 90840) may be billed if the following criteria are met: • The nature of the crisis intervention is urgent assessment and history of a crisis situation, assessment of mental status, and disposition and is paired with psychotherapy, mobilization of resources to defuse the crisis and restore safety and the provision of psychotherapeutic interventions to minimize trauma; AND • The practitioner meets the definition to provide therapy in the Georgia Practice Acts; AND • The presenting situation is life-threatening and requires immediate attention to an individual who is experiencing high distress. 4. Other payers may limit who can provide 90839 and 90840 and therefore a providing agency must adhere to those third party payers' policies regarding billing practitioners. 5. The 90839 code is utilized when the time of service ranges between 45-74 minutes and may only be utilized once in a single day. Anything less than 45 minutes can be provided either through an Individual Counseling code or through the H2011 code above (whichever best reflects the content of the intervention). 6. Add-on Time Specificity: • If additional time above the base 74 minutes is provided and the additional time spent is greater than 23 minutes, an additional encounter of 90840 may be billed. • If the additional time spent (above base code) is 45 minutes or greater, a second unit of 90840 may be billed. • If the additional time spent (above base code) is 83 minutes or greater, a third unit of 90840 may be billed. • If the additional time spent (above base code) is 113 minutes or greater, a fourth unit of 90840 may be billed. 7. 90839 and 90840 cannot be submitted by the same practitioner in the same day as H2011 above. 8. 90839 and 90840 cannot be provided/submitted for billing in the same day as 90791, 90792, 90833, or 90836. 9. Appropriate add-on codes must be submitted on the same claim as the paired base code.

Diagnostic Assessment

Transaction Code	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate

Psychiatric Diagnostic Evaluation (no medical service)	Practitioner Level 2, In-Clinic	90791	U2	U6	[redacted]	$116.90	Practitioner Level 3, In-Clinic	90791	U3	U6	[redacted]	$90.03
	Practitioner Level 2, Out-of-Clinic	90791	U2	U7		$140.28	Practitioner Level 3, Out-of-Clinic	90791	U3	U7		$110.04
	Practitioner Level 2, Via interactive audio and video telecommunication systems	90791	GT	U2		$116.90	Practitioner Level 3, Via interactive audio and video telecommunication systems*	90791	GT	U3		$90.03
Psychiatric Diagnostic Evaluation with medical services)	Practitioner Level 1, In-Clinic	90792	U1	U6		$174.63	Practitioner Level 2, Via interactive audio and video telecommunication systems	90792	GT	U2		$116.90
	Practitioner Level 1, Out-of-Clinic	90792	U1	U7		$222.26	Practitioner Level 2, In-Clinic	90792	U2	U6		$116.90
	Practitioner Level 1, Via interactive audio and video telecommunication systems	90792	GT	U1		$174.63	Practitioner Level 2, Out-of-Clinic	90792	U2	U7		$140.28
Unit Value	1 encounter						Maximum Daily Units*	2 unit per procedure code				
Utilization Criteria	TBD											
Service Definition	Psychiatric diagnostic interview examination includes a history; mental status exam; evaluation and assessment of physiological phenomena (including co-morbidity between behavioral and physical health care issues); psychiatric diagnostic evaluation (including assessing for co-occurring disorders and the development of a differential diagnosis);screening and/or assessment of any withdrawal symptoms for youth with substance related diagnoses; assessment of the appropriateness of initiating or continuing services; and a disposition. These are completed by face-to-face evaluation of the youth (which may include the use of telemedicine) and may include communication with family and other sources and the ordering and medical interpretation of laboratory or other medical diagnostic studies.											
Admission Criteria	1. Youth has a known or suspected mental illness or a substance-related disorder and has recently entered the service system; or 2. Youth is in need of annual assessment and re-authorization of service array; or 3. Youth has need of an assessment due to a change in clinical/functional status.											
Continuing Stay Criteria	Youth's situation/functioning has changed in such a way that previous assessments are outdated.											
Discharge Criteria	1. An adequate continuing care plan has been established; and one or more of the following: 2. Individual has withdrawn or been discharged from service; or 3. Individual no longer demonstrates need for continued diagnostic assessment.											
Required Components	1. Telemedicine may be utilized for an initial Psychiatric Diagnostic Examination as well as for ongoing Psychiatric Diagnostic Examination via the use of appropriate procedure codes with the GT modifier. 2. When providing diagnostic services to individuals who are deaf, deaf-blind, or hard of hearing, diagnosticians shall demonstrate training, supervision, and/or consultation with a qualified professional as approved by DBHDD Deaf Services.											
Staffing Requirements	The only U3 practitioner who can provide Diagnostic Assessment is an LCSW.											
Billing and Reporting Requirements	1. 90791 is used when an initial evaluation is provided by a non-physician. 2. 90792 is used when an initial evaluation is provided by a physician, PA, or APRN. This 90792 intervention content would include all general behavioral health assessment as well as Medical assessment/Physical exam beyond mental status as appropriate. 3. If a Medicaid claim for this service denies for a Procedure-to-Procedure edit, a modifier (59) can be added to the claim and resubmitted to the MMIS for payment.											

Additional Medicaid Requirements	The daily maximum within a CSU for Diagnostic Assessment (Psychiatric Diagnostic Interview) for a youth is 2 units. Two units should be utilized only if it is necessary in a complex diagnostic case for the physician extender/LCSW to call in the physician for an assessment to corroborate or verify the correct diagnosis.

Family Outpatient Services: Family Counseling

Transaction Code	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate
Family – BH counseling/ therapy (w/o client present)	Practitioner Level 2, In-Clinic	H0004	HS	U2	U6		$38.97	Practitioner Level 2, Out-of-Clinic	H0004	HS	U2	U7		$46.76
	Practitioner Level 3, In-Clinic	H0004	HS	U3	U6		$30.01	Practitioner Level 3, Out-of-Clinic	H0004	HS	U3	U7		$36.68
	Practitioner Level 4, In-Clinic	H0004	HS	U4	U6		$20.30	Practitioner Level 4, Out-of-Clinic	H0004	HS	U4	U7		$24.36
	Practitioner Level 5, In-Clinic	H0004	HS	U5	U6		$15.13	Practitioner Level 5, Out-of-Clinic	H0004	HS	U5	U7		$18.15
Family – BH counseling/ therapy (with client present)	Practitioner Level 2, In-Clinic	H0004	HR	U2	U6		$38.97	Practitioner Level 2, Out-of-Clinic	H0004	HR	U2	U7		$46.76
	Practitioner Level 3, In-Clinic	H0004	HR	U3	U6		$30.01	Practitioner Level 3, Out-of-Clinic	H0004	HR	U3	U7		$36.68
	Practitioner Level 4, In-Clinic	H0004	HR	U4	U6		$20.30	Practitioner Level 4, Out-of-Clinic	H0004	HR	U4	U7		$24.36
	Practitioner Level 5, In-Clinic	H0004	HR	U5	U6		$15.13	Practitioner Level 5, Out-of-Clinic	H0004	HR	U5	U7		$18.15
Family Psycho-therapy w/o the patient present (appropriate license required)	Practitioner Level 2, In-Clinic	90846	U2	U6			$38.97	Practitioner Level 2, Out-of-Clinic	90846	U2	U7			$46.76
	Practitioner Level 3, In-Clinic	90846	U3	U6			$30.01	Practitioner Level 3, Out-of-Clinic	90846	U3	U7			$36.68
	Practitioner Level 4, In-Clinic	90846	U4	U6			$20.30	Practitioner Level 4, Out-of-Clinic	90846	U4	U7			$24.36
	Practitioner Level 5, In-Clinic	90846	U5	U6			$15.13	Practitioner Level 5, Out-of-Clinic	90846	U5	U7			$18.15
Conjoint Family Psycho-therapy w/ the patient present a portion or the entire session (appropriate license required)	Practitioner Level 2, In-Clinic	90847	U2	U6			$38.97	Practitioner Level 2, Out-of-Clinic	90847	U2	U7			$46.76
	Practitioner Level 3, In-Clinic	90847	U3	U6			$30.01	Practitioner Level 3, Out-of-Clinic	90847	U3	U7			$36.68
	Practitioner Level 4, In-Clinic	90847	U4	U6			$20.30	Practitioner Level 4, Out-of-Clinic	90847	U4	U7			$24.36
	Practitioner Level 5, In-Clinic	90847	U5	U6			$15.13	Practitioner Level 5, Out-of-Clinic	90847	U5	U7			$18.15
Unit Value	15 minutes							Utilization Criteria	TBD					

Service Definition	A therapeutic intervention or counseling service shown to be successful with identified family populations, diagnoses and service needs. Services are directed toward achievement of specific goals defined by the individual youth and by the parent(s)/responsible caregiver(s) and specified in the Individualized Resiliency Plan. The focus of family counseling is the family or subsystems within the family, e.g. the parental couple. The service is always provided for the benefit of the individual and may or may not include the individual's participation as indicated by the CPT code. Family counseling provides systematic interactions between the identified individual, staff and the individual's family members directed toward the restoration, development, enhancement or maintenance of functioning of the identified individual/family unit. This may include specific clinical interventions/activities to enhance family roles; relationships, communication and functioning that promote the resiliency of the individual/family unit. Specific goals/issues to be addressed though these services may include the restoration, development, enhancement or maintenance of: 1) Cognitive processing skills; 2) Healthy coping mechanisms; 3) Adaptive behaviors and skills; 4) Interpersonal skills; 5) Family roles and relationships;

	6) The family's understanding of the person's mental illness and substance-related disorders and methods of intervention, interaction and mutual support the family can use to assist their family member therapeutic goals. Best practices such as Multi-systemic Family Therapy, Multidimensional Family Therapy, Behavioral Family Therapy, Functional Family Therapy or others appropriate for the family and issues to be addressed should be utilized in the provision of this service.
Admission Criteria	1. Individual must have an emotional disturbance and/or substance-related disorder diagnosis that is at least destabilizing (markedly interferes with the ability to carry out activities of daily living or places others in danger) or distressing (causes mental anguish or suffering); and 2. Individual's level of functioning does not preclude the provision of services in an outpatient milieu; and 3. Individual's assessment indicates needs that may be supported by a therapeutic intervention shown to be successful with identified family populations and individual's diagnoses.
Continuing Stay Criteria	1. Individual continues to meet Admission Criteria as articulated above; and 2. Progress notes document progress relative to goals identified in the Individualized Resiliency Plan, but all treatment/support goals have not yet been achieved.
Discharge Criteria	1. An adequate continuing care plan has been established; and one or more of the following: 2. Goals of the Individualized Resiliency Plan have been substantially met; or 3. Individual/family requests discharge and individual is not in imminent danger of harm to self or others; or 4. Transfer to another service is warranted by change in individual's condition; or 5. Individual requires more intensive services.
Service Exclusions	1. Intensive Family Intervention. 2. The absence of empirical evidence for conversion therapy prohibits the use of this intervention and it is not reimbursed by DBHDD.
Clinical Exclusions	1. This service is not intended to supplant other services such as IID/IDD Personal and Family Support or any day services where the individual may more appropriately receive these services with staff in various community settings. 2. Individuals with the following conditions are excluded from admission unless there is clearly documented evidence of a qualifying psychiatric condition/substance use disorder co-occurring with one of the following diagnoses: mental retardation, autism, organic mental disorder, and traumatic brain injury.
Required Components	1. The treatment/service orientation, modality, and goals must be specified and agreed upon by the youth/family/caregiver. 2. The Individualized Resiliency Plan for the individual includes goals and objectives specific to the family for whom the service is being provided.
Clinical Operations	Models of best practice delivery may include (as clinically appropriate) Multidimensional Family Therapy, Behavioral Family Therapy, Functional Family Therapy, and others as appropriate the family and issues to be addressed.
Service Accessibility	Services may not exceed 16 Billable units (combined Family Counseling and Family Therapy) in a single day. If clinical need indicates this level of intensity, other services may need to be considered for authorization.
Documentation Requirements	1. If there are multiple family members in the Family Counseling session who are enrolled individuals for whom the focus of treatment is related to goals on their IRP, we recommend the following: a. Document the family session in the charts of each individual for whom the treatment is related to a specific goal on the individual's IRP. b. Charge the Family Counseling session units to <u>one</u> of the served individuals. c. Indicate "NC" (No Charge) on the documentation for the other individual(s) in the family session and have the note reflect that the charges for the session are assigned to another family member in the session.
Billing and Reporting Requirements	If a Medicaid claim for this service denies for a Procedure-to-Procedure edit, a modifier (59) can be added to the claim and resubmitted to the MMIS for payment.

Family Outpatient Services: Family Training															
Transaction Code	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate
Family Skills Training and Development	Practitioner Level 4, In-Clinic, w/o client present	H2014	HS	U4	U6		$20.30	Practitioner Level 4, In-Clinic, w/ client present	H2014	HR	U4	U6		$20.30
	Practitioner Level 5, In-Clinic, w/o client present	H2014	HS	U5	U6		$15.13	Practitioner Level 5, In-Clinic, w/ client present	H2014	HR	U5	U6		$15.13
	Practitioner Level 4, Out-of-Clinic, w/o client present	H2014	HS	U4	U7		$24.36	Practitioner Level 4, Out-of-Clinic, w/ client present	H2014	HR	U4	U7		$24.36
	Practitioner Level 5, Out-of-Clinic, w/o client present	H2014	HS	U5	U7		$18.15	Practitioner Level 5, Out-of-Clinic, w/ client present	H2014	HR	U5	U7		$18.15
Unit Value	15 minutes							Utilization Criteria	TBD					
Service Definition	A therapeutic interaction shown to be successful with identified family populations, diagnoses and service needs, provided by qualified staff. Services are directed toward achievement of specific goals defined by the individual youth and by the parent(s)/responsible caregiver(s) and specified in the Individualized Resiliency Plan (note: although interventions may involve the family, the focus or primary beneficiary of intervention must always be the individual). Family training provides systematic interactions between the identified individual, staff and the individual's family members directed toward the restoration, development, enhancement or maintenance of functioning of the identified individual/family unit. This may include support of the family, as well as training and specific activities to enhance family roles; relationships, communication and functioning that promote the resiliency of the individual/family unit. Specific goals/issues to be addressed through these services may include the restoration, development, enhancement or maintenance of: 1) Illness and medication self-management knowledge and skills (e.g. symptom management, behavioral management, relapse prevention skills, knowledge of medications and side effects, and motivational/skill development in taking medication as prescribed/helping a family member to take medication as prescribed); 2) Problem solving and practicing functional support; 3) Healthy coping mechanisms; 4) Adaptive behaviors and skills; 5) Interpersonal skills; 6) Daily living skills; 7) Resource access and management skills; and 8) The family's understanding of mental illness and substance related disorders, the steps necessary to facilitate recovery/resiliency, and methods of intervention, interaction and mutual support the family can use to assist their family member.													
Admission Criteria	1. Individual must have an emotional disturbance and/or substance-related disorder diagnosis that is at least destabilizing (markedly interferes with the ability to carry out activities of daily living or places others in danger) or distressing (causes mental anguish or suffering); and 2. Individual's level of functioning does not preclude the provision of services in an outpatient milieu; and 3. Individual's assessment indicates needs that may be supported by a therapeutic intervention shown to be successful with identified family populations and individual's diagnoses.													
Continuing Stay Criteria	1. Individual continues to meet Admission Criteria as articulated above; and 2. Progress notes document progress relative to goals identified in the IRP, but all treatment/support goals have not yet been achieved.													

Discharge Criteria	1. An adequate continuing care plan has been established; and one or more of the following: 2. Goals of the Individualized Resiliency Plan have been substantially met; or 3. Individual/family requests discharge and individual is not in imminent danger of harm to self or others; or 4. Transfer to another service is warranted by change in individual's condition; or 5. Individual requires more intensive services.
Service Exclusions	1. Designated Crisis Stabilization Unit services and Intensive Family Intervention. 2. This service is not intended to supplant other services such as Personal and Family Support or any day services where the individual may more appropriately receive these services with staff in various community settings.
Clinical Exclusions	Individuals with the following conditions are excluded from admission unless there is clearly documented evidence of a psychiatric condition/substance use disorder co-occurring with one of the following diagnoses: mental retardation, autism, organic mental disorder, and traumatic brain injury.
Required Components	1. The treatment orientation, modality and goals must be specified and agreed upon by the youth/family/caregiver. 2. The Individualized Resiliency Plan for the individual includes goals and objectives specific to the youth and family for whom the service is being provided.
Service Accessibility	1. Services may not exceed 16 Billable units (combined Family Counseling and Family Therapy) in a single day. If clinical need indicates this level of intensity, other services may need to be considered for authorization. 2. Family Training may not be provided in an Institution for Mental Diseases (IMD, e.g. state or private psychiatric hospital, psychiatric residential treatment facility or Crisis Stabilization Unit with greater than 16 beds), jail, youth development center (YDC) or prison system. 3. This service may not be provided and billed for youth who are involuntarily detained in Regional Youth Detention Centers (RYDCs) awaiting criminal proceedings, penal dispositions, or other involuntary detainment proceedings. Any exception to this requires supporting documentation from the DJJ partners. The provider holds the risk for assuring the youth's eligibility.
Documentation Requirements	1. If there are multiple family members in the Family Training session who are enrolled individuals for whom the focus of treatment in the group is related to goals on their IRP, we recommend the following: a. Document the family session in the charts of each individual for whom the treatment is related to a specific goal on the individual's IRP. b. Charge the Family Training session units to one of the individuals. c. Indicate "NC" (No Charge) on the documentation for the other individual(s) in the family session and have the note reflect that the charges for the session are assigned to another family member in the session.

Group Outpatient Services: Group Counseling

Transaction Code	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate
Group – Behavioral health counseling and therapy	Practitioner Level 2, In-Clinic	H0004	HQ	U2	U6		$8.50	Practitioner Level 2, Out-of-Clinic, Multi-family group, with client present	H0004	HQ	HR	U2	U7	$10.39
	Practitioner Level 3, In-Clinic	H0004	HQ	U3	U6		$6.60	Practitioner Level 3, Out-of-Clinic, Multi-family group, with client present	H0004	HQ	HR	U3	U7	$8.25
	Practitioner Level 4, In-Clinic	H0004	HQ	U4	U6		$4.43	Practitioner Level 4, Out-of-Clinic, Multi-family group, with client present	H0004	HQ	HR	U4	U7	$5.41
	Practitioner Level 5, In-Clinic	H0004	HQ	U5	U6		$3.30	Practitioner Level 5, Out-of-Clinic, Multi-family group, with client present	H0004	HQ	HR	U5	U7	$4.03
	Practitioner Level 2, Out-of-Clinic	H0004	HQ	U2	U7		$10.39	Practitioner Level 2, In-Clinic, Multi-family group, without client present	H0004	HQ	HS	U2	U6	$8.50
	Practitioner Level 3, Out-of-Clinic	H0004	HQ	U3	U7		$8.25	Practitioner Level 3, In-Clinic, Multi-family group, without client present	H0004	HQ	HS	U3	U6	$6.60

	Practitioner Level 4, Out-of-Clinic	H0004	HQ	U4	U7		$5.41	Practitioner Level 4, In-Clinic, Multi-family group, without client present	H0004	HQ	HS	U4	U6	$4.43
	Practitioner Level 5, Out-of-Clinic	H0004	HQ	U5	U7		$4.03	Practitioner Level 5, In-Clinic, Multi-family group, without client present	H0004	HQ	HS	U5	U6	$3.30
	Practitioner Level 2, In-Clinic, Multi-family group, w/ client present	H0004	HQ	HR	U2	U6	$8.50	Practitioner Level 2, Out-of-Clinic, Multi-family group, without client present	H0004	HQ	HS	U2	U7	$10.39
	Practitioner Level 3, In-Clinic, Multi-family group, w/ client present	H0004	HQ	HR	U3	U6	$6.60	Practitioner Level 3, Out-of-Clinic, Multi-family group, without client present	H0004	HQ	HS	U3	U7	$8.25
	Practitioner Level 4, In-Clinic, Multi-family group, w/ client present	H0004	HQ	HR	U4	U6	$4.43	Practitioner Level 4, Out-of-Clinic, Multi-family group, without client present	H0004	HQ	HS	U4	U7	$5.41
	Practitioner Level 5, In-Clinic, Multi-family group, w/ client present	H0004	HQ	HR	U5	U6	$3.30	Practitioner Level 5, Out-of-Clinic, Multi-family group, without client present	H0004	HQ	HS	U5	U7	$4.03
Group Psycho-therapy other than of a multiple family group (appropriate license required)	Practitioner Level 2, In-Clinic	90853	U2	U6			$8.50	Practitioner Level 2, Out-of-Clinic	90853	U2	U7			$10.39
	Practitioner Level 3, In-Clinic	90853	U3	U6			$6.60	Practitioner Level 3, Out-of-Clinic	90853	U3	U7			$8.25
	Practitioner Level 4, In-Clinic	90853	U4	U6			$4.43	Practitioner Level 4, Out-of-Clinic	90853	U4	U7			$5.41
	Practitioner Level 5, In-Clinic	90853	U5	U6			$3.30	Practitioner Level 5, Out-of-Clinic	90853	U5	U7			$4.03
Unit Value	15 minutes							Utilization Criteria	TBD					
Service Definition	A therapeutic intervention or counseling service shown to be successful with identified populations, diagnoses and service needs. Services are directed toward achievement of specific goals defined by the youth and by the parent(s)/responsible caregiver(s) and specified in the Individualized Resiliency Plan. Services may address goals/issues such as promoting resiliency, and the restoration, development, enhancement or maintenance of: 1) Cognitive skills; 2) Healthy coping mechanisms; 3) Adaptive behaviors and skills; 4) Interpersonal skills; 5) Identifying and resolving personal, social, intrapersonal and interpersonal concerns.													
Admission Criteria	1. Youth must have an emotional disturbance/substance-related disorder diagnosis that is at least destabilizing (markedly interferes with the ability to carry out activities of daily living or places others in danger) or distressing (causes mental anguish or suffering); and 2. The youth's level of functioning does not preclude the provision of services in an outpatient milieu; and 3. The individual's resiliency goal/s that are to be addressed by this service must be conducive to response by a group milieu.													
Continuing Stay Criteria	1. Youth continues to meet admission criteria; and 2. Youth demonstrates documented progress relative to goals identified in the Individualized Resiliency Plan, but goals have not yet been achieved.													
Discharge Criteria	1. An adequate continuing care plan has been established; and one or more of the following: 2. Goals of the Individualized Resiliency Plan have been substantially met; or 3. Youth and family requests discharge and the youth is not in imminent danger of harm to self or others; or 4. Transfer to another service/level of care is warranted by change in youth's condition; or 5. Youth requires more intensive services.													

Service Exclusions	1. See Required Components, Item 2, below. 2. The absence of empirical evidence for conversion therapy prohibits the use of this intervention and it is not reimbursed by DBHDD.
Clinical Exclusions	1. Severity of behavioral health issue precludes provision of services. 2. Severity of cognitive impairment precludes provision of services in this level of care. 3. There is a lack of social support systems such that a more intensive level of service is needed. 4. This service is not intended to supplant other services such as IID/IDD Personal and Family Support or any day services where the individual may more appropriately receive these services with staff in various community settings.
Required Components	1. The treatment orientation, modality and goals must be specified and agreed upon by the youth/family/caregiver. If there are disparate goals between the youth and family, this is addressed clinically as part of the resiliency-building plans and interventions. 2. When billed concurrently with IFI services, this service must be curriculum based and/or targeted to a very specific clinical issue (e.g. incest survivor groups, perpetrator groups, sexual abuse survivor groups).
Staffing Requirements	Maximum face-to-face ratio cannot be more than 10 individuals to 1 direct service staff based on average group attendance.
Clinical Operations	1. The membership of a multiple family group (H0004 HQ) consists of multiple family units such as a group of two or more parent(s) from different families either with (HR) or without (HS) participation of their child/children. 2. Practitioners and supervisors of those providing this service are expected to maintain knowledge and skills regarding group practice such as selecting appropriate participants for a particular group, working with the group to establish necessary group norms and goals, and understanding and managing group dynamics and processes.
Billing and Reporting Requirements	1. When using 90853, and the intervention meets the definition of Interactive Complexity, the 90785 code will be submitted with the 90853 base code. 2. If a Medicaid claim for this service denies for a Procedure-to-Procedure edit, a modifier (59) can be added to the claim and resubmitted to the MMIS for payment.

Group Outpatient Services: Group Training

Transaction Code	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate
Group Skills Training & Development	Practitioner Level 4, In-Clinic	H2014	HQ	U4	U6		$4.43	Practitioner Level 4, Out-of-Clinic, w/ client present	H2014	HQ	HR	U4	U7	$5.41
	Practitioner Level 5, In-Clinic	H2014	HQ	U5	U6		$3.30	Practitioner Level 5, Out-of-Clinic, w/ client present	H2014	HQ	HR	U5	U7	$4.03
	Practitioner Level 4, Out-of-Clinic	H2014	HQ	U4	U7		$5.41	Practitioner Level 4, In-Clinic, w/o client present	H2014	HQ	HS	U4	U6	$4.43
	Practitioner Level 5, Out-of-Clinic	H2014	HQ	U5	U7		$4.03	Practitioner Level 5, In-Clinic, w/o client present	H2014	HQ	HS	U5	U6	$3.30
	Practitioner Level 4, In-Clinic, w/ client present	H2014	HQ	HR	U4	U6	$4.43	Practitioner Level 4, Out-of-Clinic, w/o client present	H2014	HQ	HS	U4	U7	$5.41
	Practitioner Level 5, In-Clinic, w/w client present	H2014	HQ	HR	U5	U6	$3.30	Practitioner Level 5, Out-of-Clinic, w/o client present	H2014	HQ	HS	U5	U7	$4.03
Unit Value	15 minutes							Utilization Criteria	TBD					
Service Definition	A therapeutic interaction shown to be successful with identified populations, diagnoses and service needs. Services are directed toward achievement of specific goals defined by the youth and by the parent(s)/responsible caregiver(s) and specified in the Individualized Resiliency Plan. Services may address goals/issues such as promoting resiliency, and the restoration, development, enhancement or maintenance of: 1) Illness and medication self-management knowledge and skills (e.g. symptom management, behavioral management, relapse prevention skills, knowledge of													

	medications and side effects, and motivational/skill development in taking medication as prescribed); 2) Problem solving skills; 3) Healthy coping mechanisms; 4) Adaptive skills; 5) Interpersonal skills; 6) Daily living skills; 7) Resource management skills; 8) Knowledge regarding emotional disturbance, substance related disorders and other relevant topics that assist in meeting the youth's and family's needs; and skills necessary to access and build community resources and natural support systems.
Admission Criteria	1. Youth must have an emotional disturbance/substance-related disorder diagnosis that is at least destabilizing (markedly interferes with the ability to carry out activities of daily living or places others in danger) or distressing (causes mental anguish or suffering); and 2. The youth's level of functioning does not preclude the provision of services in an outpatient milieu; and 3. The individual's resiliency goal/s that are to be addressed by this service must be conducive to response by a group milieu.
Continuing Stay Criteria	1. Youth continues to meet admission criteria; and 2. Youth demonstrates documented progress relative to goals identified in the Individualized Resiliency Plan, but goals have not yet been achieved.
Discharge Criteria	1. An adequate continuing care plan has been established; and one or more of the following: 2. Goals of the Individualized Resiliency Plan have been substantially met; or 3. Youth and family requests discharge and the youth is not in imminent danger of harm to self or others; or 4. Transfer to another service/level of care is warranted by change in youth's condition; or 5. Youth requires more intensive services.
Service Exclusions	When billed concurrently with IFI services, this service must be curriculum based and/or targeted to a very specific clinical issue (e.g. incest survivor groups, perpetrator groups, sexual abuse survivor groups).
Clinical Exclusions	1. Severity of behavioral health issue precludes provision of services. 2. Severity of cognitive impairment precludes provision of services in this level of care. 3. There is a lack of social support systems such that a more intensive level of service is needed. 4. This service is not intended to supplant other services such as IID/IDD Personal and Family Support or any day services where the individual may more appropriately receive these services with staff in various community settings. 5. Youth with the following conditions are excluded from admission unless there is clearly documented evidence of a psychiatric condition overlaying the behavioral health diagnosis: mental retardation, autism, organic mental disorder, and traumatic brain injury.
Required Components	The functional goals addressed through this service must be specified and agreed upon by the youth/family/caregiver. If there are disparate goals between the youth and family, this is addressed clinically as part of the resiliency building plans and interventions.
Staffing Requirements	Maximum face-to-face ratio cannot be more than 10 individuals to 1 direct service staff based on average group attendance.
Clinical Operations	1. Out-of-clinic group skills training is allowable and clinically valuable for some individuals; therefore, this option should be explored to the benefit of the individual. In this event, staff must be able to assess and address the individual needs and progress of each individual consistently throughout the intervention/activity (e.g. in an example of teaching 2-3 individuals to access public transportation in the community, group training may be given to help each individual individually to understand the bus schedule in a way that makes sense to them, to address questions/concerns each may have about how to use the bus, perhaps to spend time riding the bus with the individuals and assisting each to understand and become comfortable with riding the bus in accordance with *individual* goals, etc.) 2. The membership of a multiple family Group Training session (H2014 HQ) consists of multiple family units such as a group of two or more parent(s) from different families either with (HR) or without (HS) participation of their child/children.

Reporting and Billing Requirements	Out-of-clinic group skills training is denoted by the U7 modifier.

Individual Counseling

Transaction Code		Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate
Individual Psycho-therapy, insight oriented, behavior-modifying and/or supportive face-to face w/patient and/or family member	~30 minutes	Practitioner Level 2, In-Clinic	90832	U2	U6			64.95	Practitioner Level 2, Out-of-Clinic	90832	U2	U7			77.93
		Practitioner Level 3, In-Clinic	90832	U3	U6			50.02	Practitioner Level 3, Out-of-Clinic	90832	U3	U7			61.13
		Practitioner Level 4, In-Clinic	90832	U4	U6			33.83	Practitioner Level 4, Out-of-Clinic	90832	U4	U7			40.59
		Practitioner Level 5, In-Clinic	90832	U5	U6			25.21	Practitioner Level 5, Out-of-Clinic	90832	U5	U7			30.25
	~45 minutes	Practitioner Level 2, In-Clinic	90834	U2	U6			116.90	Practitioner Level 2, Out-of-Clinic	90834	U2	U7			140.28
		Practitioner Level 3, In-Clinic	90834	U3	U6			90.03	Practitioner Level 3, Out-of-Clinic	90834	U3	U7			110.04
		Practitioner Level 4, In-Clinic	90834	U4	U6			60.89	Practitioner Level 4, Out-of-Clinic	90834	U4	U7			73.07
		Practitioner Level 5, In-Clinic	90834	U5	U6			45.38	Practitioner Level 5, Out-of-Clinic	90834	U5	U7			54.46
	~60 minutes	Practitioner Level 2, In-Clinic	90837	U2	U6			155.87	Practitioner Level 2, Out-of-Clinic	90837	U2	U7			187.04
		Practitioner Level 3, In-Clinic	90837	U3	U6			120.04	Practitioner Level 3, Out-of-Clinic	90837	U3	U7			146.71
		Practitioner Level 4, In-Clinic	90837	U4	U6			81.18	Practitioner Level 4, Out-of-Clinic	90837	U4	U7			97.42
		Practitioner Level 5, In-Clinic	90837	U5	U6			60.51	Practitioner Level 5, Out-of-Clinic	90837	U5	U7			72.61
Psycho-therapy Add-on with patient and/or family in conjunction with E&M	30 minutes	Practitioner Level 1, In-Clinic	90833	U1	U6			97.02	Practitioner Level 1, Out-of-Clinic	90833	U1	U7			123.48
		Practitioner Level 2, In-Clinic	90833	U2	U6			64.95	Practitioner Level 2, Out-of-Clinic	90833	U2	U7			77.93
		Practitioner Level 1	90833	GT	U1			97.02	Practitioner Level 2	90833	GT	U2			64.95
	~45 minutes	Practitioner Level 1, In-Clinic	90836	U1	U6			174.63	Practitioner Level 1, Out-of-Clinic	90836	U1	U7			226.26
		Practitioner Level 2, In-Clinic	90836	U2	U6			116.90	Practitioner Level 2, Out-of-Clinic	90836	U2	U7			140.28
		Practitioner Level 1	90836	GT	U1			174.63	Practitioner Level 2	90836	GT	U2			116.90

Unit Value	1 encounter (Note: Time-in/Time-out is required in the documentation as it justifies which code above is billed)	Utilization Criteria	TBD

Service Definition

A therapeutic intervention or counseling service shown to be successful with identified youth populations, diagnoses and service needs, provided by a qualified clinician. Techniques employed involve the principles, methods and procedures of counseling that assist the youth in identifying and resolving personal, social, vocational, intrapersonal and interpersonal concerns. Individual counseling may include face-to-face in or out-of-clinic time with family members as long as the individual is present for part of the session and the focus is on the individual. Services are directed toward achievement of specific goals defined by the youth and by the parent(s)/responsible caregiver(s) and specified in the Individualized Resiliency Plan. These services address goals/issues such as promoting resiliency, and the restoration, development, enhancement or maintenance of:

1) The illness/emotional disturbance and medication self-management knowledge and skills (e.g. symptom management, behavioral management, relapse prevention skills, knowledge of medications and side effects, and motivational/skill development in taking medication as prescribed);
2) Problem solving and cognitive skills;
3) Healthy coping mechanisms;
4) Adaptive behaviors and skills;
5) Interpersonal skills; and
6) Knowledge regarding the emotional disturbance, substance related disorders and other relevant topics that assist in meeting the youth's needs.

	7) Best/evidence based practice modalities may include (as clinically appropriate): Motivational Interviewing/Enhancement Therapy, Cognitive Behavioral Therapy, Behavioral Modification, Behavioral Management, Rational Behavioral Therapy, Dialectical Behavioral Therapy, Interactive Play Therapy, and others as appropriate to the individual and clinical issues to be addressed.
Admission Criteria	1. Youth must have an emotional disturbance/substance-related disorder diagnosis that is at least destabilizing (markedly interferes with the ability to carry out activities of daily living or places others in danger) or distressing (causes mental anguish or suffering); and 2. The youth's level of functioning does not preclude the provision of services in an outpatient milieu; and
Continuing Stay Criteria	1. Individual continues to meet admission criteria; and 2. Individual demonstrates documented progress relative to goals identified in the Individualized Resiliency Plan, but goals have not yet been achieved.
Discharge Criteria	1. Adequate continuing care plan has been established; and one or more of the following: 2. Goals of the Individualized Resiliency Plan have been substantially met; or 3. Individual/family requests discharge and individual is not in imminent danger of harm to self or others; or 4. Transfer to another service is warranted by change in individual's condition; or 5. Individual requires a service approach which supports less or more intensive need.
Service Exclusions	1. Designated Crisis Stabilization Unit services and Intensive Family Intervention. 2. The absence of empirical evidence for conversion therapy prohibits the use of this intervention and it is not reimbursed by DBHDD.
Clinical Exclusions	1. Severity of behavioral health disturbance precludes provision of services. 2. Severity of cognitive impairment precludes provision of services in this level of care. 3. There is a lack of social support systems such that a more intensive level of service is needed. 4. There is no outlook for improvement with this particular service. 5. Individuals with the following conditions are excluded from admission unless there is clearly documented evidence of a behavioral health condition overlaying the diagnosis: mental retardation, autism, organic mental disorder and traumatic brain injury.
Required Components	The treatment orientation, modality and goals must be specified and agreed upon by the youth/family/caregiver.
Clinical Operations	1. Practitioners and supervisors of those providing this service are expected to maintain knowledge and skills regarding current research trends in best/evidence based counseling practices. 2. 90833 and 90836 are utilized with E/M CPT Codes as an add-on for psychotherapy and may not be billed individually.
Billing and Reporting Requirements	1. When 90833 or 90836 are provided with an E/M code, these are submitted together to encounter/claims system. 2. 90833 is used for any intervention which is 16-37 minutes in length. 3. 90836 is used for any intervention which is 38-52 minutes in length. 4. 90837 is used for any intervention which is greater than 53 minutes. 5. If a Medicaid claim for this service denies for a Procedure-to-Procedure edit, a modifier (59) can be added to the claim and resubmitted to the MMIS for payment with two exceptions: If the billable base code is either 90833 or 90836 and is denied for Procedure-to-Procedure edit, then a (25) modifier should be added to the claim resubmission. 6. Appropriate add-on codes must be submitted on the same claim as the paired base code.
Documentation Requirements	1. When 90833 or 90836 are provided with an E/M code, they are recorded on the same intervention note but the distinct services must be separately identifiable. 2. When 90833 or 90836 are provided with an E/M code, the psychotherapy intervention must include time in/time out in order to justify which code is being utilized (each code shall have time recorded for the two increments of service as if they were distinct and separate services). Time associated with activities used to meet criteria for the E/M service is not included in the time used for reporting the psychotherapy service.

Interactive Complexity

Transaction Code	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate
Interactive Complexity	Interactive complexity (List separately in addition to the code for primary procedure)	90785					$0.00	Interactive complexity (List separately in addition to the code for primary procedure)	90785	TG				$0.00
Unit Value	1 Encounter							Utilization Criteria	4 units					
Service Definition	Interactive Complexity is not a direct service but functions as a modifier to Psychiatric Treatment, Diagnostic Assessment, Individual Therapy, and Group Counseling. This modifier is used when: 1. Communication with the individual participant/s is complicated perhaps related to, e.g., high anxiety, high reactivity, repeated questions, or disagreement and therefore delivery of care is challenging. 2. Caregiver emotions/behaviors complicate the implementation of the IRP. 3. Evidence/disclosure of a sentinel event and mandated report to a third party (e.g., abuse or neglect with report to state agency) with initiation of discussion of the sentinel event and/or report with the individual and supporters. 4. Use of play equipment, physical devices, interpreter or translator to overcome significant language barriers (when individual served is not fluent in same language as practitioner, or when the individual has not developed or has lost expressive/receptive communication skills necessary for interactive participation in the intervention).													
Admission Criteria Continuing Stay Criteria Discharge Criteria Clinical Exclusions	These elements are defined in the specific companion service to which this modifier is anchored to in reporting/claims submission.													
Documentation Requirements	1. When this code is submitted, there must be: a. Record of base service delivery code/s AND the Interactive Complexity code on the single note; and b. Evidence within the multi-code service note which indicates the specific category of complexity (from the list of items 1-4 in the definition above) utilized during the intervention. 2. The interactive complexity component relates only to the increased work intensity of the psychotherapy service, but *does not* change the time for the psychotherapy service.													
Reporting and Billing Requirements	1. This service may only be reported/billed in conjunction with one of the following codes: 90791, 90792, 90832, 90834, 90837, 90853, and with the following codes only when paired with 90833 or 90836: 99201, 99211, 99202, 99212, 99203, 99213, 99204, 99214, 99205, 99215. 2. This Service Code paired with the TG modifier is only used when the complexity type from the Service Definition above is categorized under Item 4 AND an interpreter or translator is used during the intervention. So, if play equipment is the only complex intervention utilized, then TG is not utilized. 3. Interactive Complexity is utilized as a modifier and therefore is not required in an order or in an Individualized Recovery/Resiliency Plan.													

Medication Administration

Transaction Code	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate
	Practitioner Level 2, In-Clinic	H2010	U2	U6			$33.40	Practitioner Level 2, Out-of-Clinic	H2010	U2	U7			$42.51
	Practitioner Level 3, In-Clinic	H2010	U3	U6			$25.39	Practitioner Level 3, Out-of-Clinic	H2010	U3	U7			$33.01

Comprehensive Medication Services	Practitioner Level 4, In-Clinic	H2010	U4	U6		$17.40	Practitioner Level 4, Out-of-Clinic	H2010	U4	U7		$22.14
	Practitioner Level 5, In-Clinic	H2010	U5	U6		$12.97						
Therapeutic, prophylactic or diagnostic injection	Practitioner Level 2, In-Clinic	96372	U2	U6		$33.40	Practitioner Level 2, Out-of-Clinic	96372	U2	U7		$42.51
	Practitioner Level 3, In-Clinic	96372	U3	U6		$25.39	Practitioner Level 3, Out-of-Clinic	96372	U3	U7		$33.01
	Practitioner Level 4, In-Clinic	96372	U4	U6		$17.40	Practitioner Level 4, Out-of-Clinic	96372	U4	U7		$22.14
Alcohol, and/or drug services, methadone administration and/or service	Practitioner Level 2, In-Clinic	H0020	U2	U6		$33.40	Practitioner Level 4, In-Clinic	H0020	U4	U6		$17.40
	Practitioner Level 3, In-Clinic	H0020	U3	U6		$25.39						
Unit Value	1 encounter						Utilization Criteria	TBD				

Service Definition	As reimbursed through this service, medication administration includes the act of introducing a drug (any chemical substance that, when absorbed into the body of a living organism, alters normal bodily function) into the body of another person by any number of routes including, but not limited to the following: oral, nasal, inhalant, intramuscular injection, intravenous, topical, suppository or intraocular. Medication administration requires a written service order for Medication Administration and a written order for the medication and the administration of the medication that complies with guidelines in Part II, Section 1, Subsection 6—Medication of the Provider Manual. The order for and administration of medication must be completed by members of the medical staff pursuant to the Medical Practice Act of 2009, Subsection 43-34-23 Delegation of Authority to Nurse and Physician Assistant and must be administered by licensed or credentialed* medical personnel under the supervision of a physician or registered nurse in accordance with O.C.G.A. This service does <u>not</u> cover the supervision of self-administration of medications (See Clinical Exclusions below). The service must include: 1. An assessment, by the licensed or credentialed medical personnel administering the medication, of the youth's physical, psychological and behavioral status in order to make a recommendation regarding whether to continue the medication and/or its means of administration, and whether to refer the youth to the physician for a medication review. 2. Education to the youth and/or family/responsible caregiver(s), by appropriate licensed medical personnel, on the proper administration and monitoring of prescribed medication in accordance with the youth's resiliency plan. For individuals who need opioid maintenance, the Opioid Maintenance type of care should be requested.
Admission Criteria	1. Youth presents symptoms that are likely to respond to pharmacological interventions; and 2. Youth has been prescribed medications as a part of the treatment/service array; and 3. Youth/family/responsible caregiver is unable to self-administer/administer prescribed medication because: a. Although the youth is willing to take the prescribed medication, it is in an injectable form and must be administered by licensed medical personnel; or b. Although youth is willing to take the prescribed medication, it is a Class A controlled substance which must be stored and dispensed by medical personnel in accordance with state law; or c. Administration by licensed/credentialed medical personnel is necessary because an assessment of the youth's physical, psychological and behavioral status is required in order to make a determination regarding whether to continue the medication and/or its means of administration and/or whether to refer the youth to the physician for a medication review. d. Due to the family/caregiver's lack of capacity there is no responsible party to manage/supervise self-administration of medication (refer youth/family for CSI and/or Family or Group Training in order to teach these skills).
Continuing Stay Criteria	Youth continues to meet admission criteria.

Discharge Criteria	1. Youth no longer needs medication; or 2. Youth/Family/Caregiver is able to self-administer, administer, or supervise self-administration medication; and 3. Adequate continuing care plan has been established.
Service Exclusions	1. Medication administered as part of Ambulatory Detoxification is billed as "Ambulatory Detoxification" and is not billed via this set of codes. 2. Must not be billed in the same day as Nursing Assessment. 3. For individuals who need opioid maintenance, the Opioid Maintenance service should be requested.
Clinical Exclusions	This service does not cover the supervision of self-administration of medications. Self-administration of medications can be done by anyone physically and mentally capable of taking or administering medications to himself/herself. Youth with mental health issues, or developmental disabilities are very often capable of self-administration of medications even if supervision by others is needed in order to adequately or safely manage self-administration of medication and other activities of daily living.
Required Components	1. There must be a written service order for Medication Administration and a written order for the medication and the administration of the medication that complies with guidelines in Part II, Section 1, Subsection 6—Medication of the Provider Manual. The order for and administration of medication must be completed by members of the medical staff pursuant to the Medical Practice Act of 2009, Subsection 43-34-23 Delegation of Authority to Nurse and Physician Assistant The order must be in the youth's chart. Telephone orders are acceptable provided they are co-signed by the appropriate members of the medical staff in accordance with DBHDD requirements. 2. Documentation must support that the individual is being trained in the risks and benefits of the medications being administered and that symptoms are being monitored by the staff member administering the medication. 3. Documentation must support the medical necessity of administration by licensed/credentialed medical personnel rather than by the youth, family or caregiver. 4. Documentation must support that the youth AND family/caregiver is being trained in the principles of self-administration of medication and supervision of self-administration or that the youth/family/caregiver is physically or mentally unable to self-administer/administer. This documentation will be subject to scrutiny by the Administrative Services Organization in reauthorizing services in this category. 5. This service does not include the supervision of self-administration of medication.
Staffing Requirements	Qualified Medication Aides working in a Community Living Arrangement (CLA) may administer medication only in a CLA.
Clinical Operations	1. Medication administration may not be billed for the provision of single or multiple doses of medication that an individual has the ability to self-administer, either independently or with supervision by a caregiver, either in a clinic or a community setting. In a group home setting, for example, medications may be managed by the house parents or residential care staff and kept locked up for safety reasons. Staff may hand out medication to the residents but this does not constitute administration of medication for the purposes of this definition and, like other watchful oversight and monitoring functions, are not reimbursable treatment services. 2. If individual/family requires training in skills needed in order to learn to manage his/her own medications and their safe self-administration and/or supervision of self-administration, this skills training service can be provided via the Community Support or Family/Group Training services in accordance with the person's individualized recovery/resiliency plan. 3. Agency employees working in residential settings such as group homes, are not eligible for CSI or Family/Group Training in the supervision of medication self-administration by youth in their care.
Service Accessibility	1. Medication Administration may not be provided in an Institution for Mental Diseases (IMD, e.g. state or private psychiatric hospital, psychiatric residential treatment facility or Crisis Stabilization Unit with greater than 16 beds), jail, youth development center (YDC) or prison system. 2. This service may not be provided and billed for youth who are involuntarily detained in Regional Youth Detention Centers (RYDCs) awaiting criminal proceedings, penal dispositions, or other involuntary detainment proceedings. Any exception to this requires supporting documentation from the DJJ partners. The provider holds the risk for assuring the youth's eligibility.

Billing & Reporting Requirements	1. If a Medicaid claim for this service denies for a Procedure-to-Procedure edit, a modifier (59) can be added to the claim and resubmitted to the MMIS for payment. 2. When Opioid Maintenance type of care is required for an individual, then the authorization and billing parameters set forth in Part I, Section II govern units and initial/concurrent authorization.

Nursing Assessment and Health Services

Transaction Code	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate
Nursing Assessment/ Evaluation	Practitioner Level 2, In-Clinic	T1001	U2	U6			$38.97	Practitioner Level 2, Out-of-Clinic	T1001	U2	U7			$46.76
	Practitioner Level 3, In-Clinic	T1001	U3	U6			$30.01	Practitioner Level 3, Out-of-Clinic	T1001	U3	U7			$36.68
	Practitioner Level 4, In-Clinic	T1001	U4	U6			$20.30	Practitioner Level 4, Out-of-Clinic	T1001	U4	U7			$24.36
RN Services, up to 15 minutes	Practitioner Level 2, In-Clinic	T1002	U2	U6			$38.97	Practitioner Level 2, Out-of-Clinic	T1002	U2	U7			$46.76
	Practitioner Level 3, In-Clinic	T1002	U3	U6			$30.01	Practitioner Level 3, Out-of-Clinic	T1002	U3	U7			$36.68
LPN Services, up to 15 minutes	Practitioner Level 4, In-Clinic	T1003	U4	U6			$20.30	Practitioner Level 4, Out-of-Clinic	T1003	U4	U7			$24.36
Health and Behavior Assessment, Face-to-Face w/ Patient, Initial Assessment	Practitioner Level 2, In-Clinic	96150	U2	U6			$38.97	Practitioner Level 2, Out-of-Clinic	96150	U2	U7			$46.76
	Practitioner Level 3, In-Clinic	96150	U3	U6			$30.01	Practitioner Level 3, Out-of-Clinic	96150	U3	U7			$36.68
	Practitioner Level 4, In-Clinic	96150	U4	U6			$20.30	Practitioner Level 4, Out-of-Clinic	96150	U4	U7			$24.36
Health and Behavior Assessment, Face-to-Face w/ Patient, Re-assessment	Practitioner Level 2, In-Clinic	96151	U2	U6			$38.97	Practitioner Level 2, Out-of-Clinic	96151	U2	U7			$46.76
	Practitioner Level 3, In-Clinic	96151	U3	U6			$30.01	Practitioner Level 3, Out-of-Clinic	96151	U3	U7			$36.68
	Practitioner Level 4, In-Clinic	96151	U4	U6			$20.30	Practitioner Level 4, Out-of-Clinic	96151	U4	U7			$24.36
Unit Value	15 minutes							Utilization Criteria	16 units (32 for Ambulatory Detox)					
Service Definition	This service requires face-to-face contact with the youth/family/caregiver to monitor, evaluate, assess, and/or carry out orders of appropriate medical staff pursuant to the Medical Practice Act of 2009, Subsection 43-34-23 Delegation of Authority to Nurse and Physician Assistant regarding the psychological and/or physical problems and general wellness of the youth. It includes: 1) Providing nursing assessments and interventions to observe, monitor and care for the physical, nutritional, behavioral health and related psychosocial issues, problems or crises manifested in the course of the youth's treatment; 2) Assessing and monitoring the youth's response to medication(s) to determine the need to continue medication and/or to determine the need to refer the youth for a medication review; 3) Assessing and monitoring a youth's medical and other health issues that are either directly related to the mental health or substance related disorder, or to the treatment of the condition (e.g. diabetes, cardiac and/or blood pressure issues, substance withdrawal symptoms, weight gain and fluid retention, seizures, etc.); 4) Consulting with the youth's family/caregiver about medical, nutritional and other health issues related to the individual's mental health or substance related issues; 5) Educating the youth and family/responsible caregiver(s) on medications and potential medication side effects (especially those which may adversely affect health such as weight gain or loss, blood pressure changes, cardiac abnormalities, development of diabetes or seizures, etc.);													

	6) Consulting with the youth and family/caregiver (s) about the various aspects of informed consent (when prescribing occurs/APRN); 7) Training for self-administration of medication; 8) Venipuncture required to monitor and assess mental health, substance disorders or directly related conditions, and to monitor side effects of psychotropic medications, as ordered by appropriate members of the medical staff; and 9) Providing assessment, testing, and referral for infectious diseases.
Admission Criteria	1. Youth presents with symptoms that are likely to respond to medical/nursing interventions; or 2. Youth has been prescribed medications as a part of the treatment/service array or has a confounding medical condition.
Continuing Stay Criteria	1. Youth continues to demonstrate symptoms that are likely to respond to or are responding to medical interventions; or 2. Youth exhibits acute disabling conditions of sufficient severity to bring about a significant impairment in day-to-day functioning; or 3. Youth demonstrates progress relative to medical/medication goals identified in the Individualized Resiliency Plan, but goals have not yet been achieved.
Discharge Criteria	1. An adequate continuing care plan has been established; and one or more of the following: 2. Youth no longer demonstrates symptoms that are likely to respond to or are responding to medical/nursing interventions; or 3. Goals of the Individualized Resiliency Plan have been substantially met; or 4. Youth/family requests discharge and youth is not in imminent danger of harm to self or others.
Service Exclusions	Medication Administration, Opioid Maintenance.
Clinical Exclusions	Routine nursing activities that are included as a part of ambulatory detoxification and medication administration/methadone administration.
Required Components	1. Nutritional assessments indicated by a youth's confounding health issues might be billed under this code (96150, 96151). No more than 8 units specific to nutritional assessments can be billed for an individual within a year. This specific assessment must be provided by a Registered Nurse or by a Licensed Dietician (LD). 2. This service does not include the supervision of self-administration of medication. 3. Each nursing contact should document the checking of vital signs (Temperature, Pulse, Blood Pressure, Respiratory Rate, and weight, if medically indicated or if related to behavioral health symptom or behavioral health medication side effect) in accordance with general psychiatric nursing practice.
Clinical Operations	1. Venipuncture billed via this service must include documentation that includes cannula size utilized, insertion site, number of attempts, location, and individual tolerance of procedure. 2. All nursing procedures must include relevant individual-centered, family-oriented education regarding the procedure.
Billing & Reporting Requirements	If a Medicaid claim for this service denies for a Procedure-to-Procedure edit, a modifier (59) can be added to the claim and resubmitted to the MMIS for payment.

Pharmacy & Lab	
Utilization Criteria	TBD
Service Definition	Pharmacy & Lab Services include operating/purchasing services to order, package, and distribute prescription medications. It includes provision of assistance to access indigent medication programs, sample medication programs and payment for necessary medications when no other fund source is available. This service provides for appropriate lab work, such as drug screens and medication levels, to be performed. This service ensures that necessary medication/lab services are not withheld/delayed based on inability to pay.
Admission Criteria	Individual has been assessed by a prescribing professional to need a psychotropic, anti-cholinergic, addiction specific, or anti-convulsant (as related to behavioral health issue) medication and/or lab work required for persons entering services, and/or monitoring medication levels.
Continuing Stay Criteria	Individual continues to meet the admission criteria as determined by the prescribing professional.

Discharge Criteria	1. Individual no longer demonstrates symptoms that are likely to respond to or are responding to pharmacologic interventions; or 2. Individual requests discharge and individual is not imminently dangerous or under court order for this intervention.
Required Components	1. Service must be provided by a licensed pharmacy or through contract with a licensed pharmacy. 2. Agency must participate in any pharmaceutical rebate programs or pharmacy assistance programs that promote individual access in obtaining medication. 3. Providers shall refer all individuals who have an inability to pay for medications or services to the local county offices of the Division of Family and Children Services for the purposes of determining Medicaid eligibility.
Additional Medicaid Requirements	Not a DBHDD Medicaid service. Medicaid recipients may access the general Medicaid pharmacy program as prescribed by the Department of Community Health.

Psychiatric Treatment

Transaction Code		Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate
E/M New Patient	10 minutes	Practitioner Level 1, In-Clinic	99201	U1	U6			38.81	Practitioner Level 2, In-Clinic	99201	U2	U6			25.98
		Practitioner Level 1, Out-of-Clinic	99201	U1	U7			49.39	Practitioner Level 2, Out-of-Clinic	99201	U2	U7			31.17
		Practitioner Level 1	99201	GT	U1			38.81	Practitioner Level 2	99201	GT	U2			25.98
	20 minutes	Practitioner Level 1, In-Clinic	99202	U1	U6			77.61	Practitioner Level 2, In-Clinic	99202	U2	U6			51.96
		Practitioner Level 1, Out-of-Clinic	99202	U1	U7			98.79	Practitioner Level 2, Out-of-Clinic	99202	U2	U7			62.35
		Practitioner Level 1	99202	GT	U1			77.61	Practitioner Level 2	99202	GT	U2			51.96
	30 minutes	Practitioner Level 1, In-Clinic	99203	U1	U6			116.42	Practitioner Level 2, In-Clinic	99203	U2	U6			77.94
		Practitioner Level 1, Out-of-Clinic	99203	U1	U7			148.18	Practitioner Level 2, Out-of-Clinic	99203	U2	U7			93.52
		Practitioner Level 1	99203	GT	U1			116.42	Practitioner Level 2	99203	GT	U2			77.94
	45 minutes	Practitioner Level 1, In-Clinic	99204	U1	U6			174.63	Practitioner Level 2, In-Clinic	99204	U2	U6			116.90
		Practitioner Level 1, Out-of-Clinic	99204	U1	U7			222.26	Practitioner Level 2, Out-of-Clinic	99204	U2	U7			140.28
		Practitioner Level 1	99204	GT	U1			174.63	Practitioner Level 2	99204	GT	U2			116.90
	60 minutes	Practitioner Level 1, In-Clinic	99205	U1	U6			232.84	Practitioner Level 2, In-Clinic	99205	U2	U6			155.88
		Practitioner Level 1, Out-of-Clinic	99205	U1	U7			296.36	Practitioner Level 2, Out-of-Clinic	99205	U2	U7			187.04
		Practitioner Level 1	99205	GT	U1			232.84	Practitioner Level 2	99205	GT	U2			155.88
E/M Established Patient	5 minutes	Practitioner Level 1, In-Clinic	99211	U1	U6			19.40	Practitioner Level 2, In-Clinic	99211	U2	U6			12.99
		Practitioner Level 1, Out-of-Clinic	99211	U1	U7			24.70	Practitioner Level 2, Out-of-Clinic	99211	U2	U7			15.59
		Practitioner Level 1	99211	GT	U1			19.40	Practitioner Level 2	99211	GT	U2			12.99
	10 minutes	Practitioner Level 1, In-Clinic	99212	U1	U6			38.81	Practitioner Level 2, In-Clinic	99212	U2	U6			25.98
		Practitioner Level 1, Out-of-Clinic	99212	U1	U7			49.39	Practitioner Level 2, Out-of-Clinic	99212	U2	U7			31.17
		Practitioner Level 1	99212	GT	U1			38.81	Practitioner Level 2	99212	GT	U2			25.98
	15 minutes	Practitioner Level 1, In-Clinic	99213	U1	U6			58.21	Practitioner Level 2, In-Clinic	99213	U2	U6			38.97
		Practitioner Level 1, Out-of-Clinic	99213	U1	U7			74.09	Practitioner Level 2, Out-of-Clinic	99213	U2	U7			46.76
		Practitioner Level 1	99213	GT	U1			58.21	Practitioner Level 2	99213	GT	U2			38.97
	25 minutes	Practitioner Level 1, In-Clinic	99214	U1	U6			97.02	Practitioner Level 2, In-Clinic	99214	U2	U6			64.95
		Practitioner Level 1, Out-of-Clinic	99214	U1	U7			123.48	Practitioner Level 2, Out-of-Clinic	99214	U2	U7			77.93
		Practitioner Level 1	99214	GT	U1			97.02	Practitioner Level 2	99214	GT	U2			64.95

	40 minutes	Practitioner Level 1, In-Clinic	99215	U1	U6	[redacted]	155.23	Practitioner Level 2, In-Clinic	99215	U2	U6	[redacted]	103.92
		Practitioner Level 1, Out-of-Clinic	99215	U1	U7	[redacted]	197.57	Practitioner Level 2, Out-of-Clinic	99215	U2	U7	[redacted]	124.69
		Practitioner Level 1	99215	GT	U1	[redacted]	155.23	Practitioner Level 2	99215	GT	U2	[redacted]	103.92
Unit Value		1 encounter (Note: Time-in/Time-out is required in the documentation as it justifies which code above is billed)						Utilization Criteria	TBD				
Service Definition		The provision of specialized medical and/or psychiatric services that include, but are not limited to: 1) Psychotherapeutic services with medical evaluation and management including evaluation and assessment of physiological phenomena (including co-morbidity between behavioral and physical health care issues); 2) Assessment and monitoring of an youth's status in relation to treatment with medication; and 3) Assessment of the appropriateness of initiating or continuing services. Youth must receive appropriate medical interventions as prescribed and provided by members of the medical staff pursuant to the Medical Practice Act of 2009, Subsection 43-34-23 Delegation of Authority to Nurse and Physician Assistant that shall support the individualized goals of recovery as identified by the individual and their parent/guardians and their Individualized Recovery Plan (within the parameters of the youth/family's informed consent).											
Admission Criteria		1. Individual is determined to be in need of psychotherapy services and has confounding medical issues which interact with behavioral health diagnosis, requiring medical oversight; or 2. Individual has been prescribed medications as a part of the treatment/service array.											
Continuing Stay Criteria		1. Individual continues to meet the admission criteria; or 2. Individual exhibits acute disabling conditions of sufficient severity to bring about a significant impairment in day-to-day functioning; or 3. Individual continues to present symptoms that are likely to respond to pharmacological interventions; or 4. Individual continues to demonstrate symptoms that are likely to respond or are responding to medical interventions; or 5. Individual continues to require management of pharmacological treatment in order to maintain symptom remission.											
Discharge Criteria		1. An adequate continuing care plan has been established; and one or more of the following: 2. Individual has withdrawn or been discharged from service; or 3. Individual no longer demonstrates symptoms that need pharmacological interventions.											
Service Exclusions		1. Not offered in conjunction with ACT. 2. The absence of empirical evidence for conversion therapy prohibits the use of this intervention and it is not reimbursed by DBHDD.											
Clinical Exclusions		Services defined as a part of ACT.											
Required Components		1. Telemedicine may be utilized for an initial Psychiatric Diagnostic Examination as well as for ongoing Psychiatric Diagnostic Examination via the use of appropriate procedure codes with the GT modifier. 2. When providing psychiatric services to individuals who are deaf, deaf-blind, and/or hard of hearing, psychiatrists shall demonstrate training, supervision, or consultation with a qualified professional as approved by DBHDD Deaf Services.											
Clinical Operations		1. In accordance with recovery philosophy, it is expected that individuals will be treated as full partners in the treatment regimen/services planned and received. As such, it is expected that practitioners will fully discuss treatment options with individuals and allow for individual choice when possible. Discussion of treatment/service options should include a full disclosure of the pros and cons of each option (e.g. full disclosure of medication/treatment regimen potential side effects, potential adverse reactions--including potential adverse reaction from not taking medication as prescribed, and expected benefits). If such full discussion/disclosure is not possible or advisable according to the clinical judgment of the practitioner, this should be documented in the individual's chart (including the specific information that was not discussed and a compelling rationale for lack of discussion/disclosure). 2. Assistive tools, technologies, worksheets, etc. can be used by the served individual to facilitate communication about treatment, symptoms, improvements, etc. with the treating practitioner. If this work falls into the scope of Interactive Complexity it is noted in accordance with that definition. 3. This service may be provided with Individual Counseling codes 90833 and 90836, but the two services must be separately identifiable.											

	4. For purposes of this definition, a "new patient" is an individual who has not received an E/M code service from that agency within the past three years. If an individual has engaged with the agency, and has seen a non-physician for a BH Assessment, they are still considered a "new patient" until after the first E/M service is completed.
Service Accessibility	Telemedicine is the use of medical information exchanged from one site to another via electronic communications to improve a patient's health. Electronic communication means the use of interactive telecommunications equipment that includes, at a minimum, audio and video equipment permitting two-way, real time interactive communication between the patient, and the physician or practitioner at the distant site.
Additional Medicaid Requirements	1. The daily maximum within a CSU for E/M is 1 unit/day. 2. Even if a physician also has his/her own Medicaid number, the physician providing behavioral health treatment and care through this code should bill via the approved provider agency's Medicaid number through the Medicaid Category of Service (COS) 440.
Reporting and Billing Requirements	1. Within this service group, a second unit with a U1 modifier may be used in the event that a Telemedicine Psychiatric Treatment unit is provided and it indicates a need for a face-to-face assessment (e.g. 99213GTU1 is billed and it is clinically indicated that a face-to-face by an on-site physician needs to immediately follow based upon clinical indicators during the first intervention, then 99213U1, can also be billed in the same day). 2. Within this service group, there is an allowance for when a U2 practitioner conducts an intervention and, because of clinical indicators presenting during this intervention, a U1 practitioner needs to provide another unit due to the concern of the U2 supervisee (e.g. Physician's Assistant provides and bills 90805U2U6 and because of concerns, requests U1 intervention following his/her billing of U2 intervention). The use of this practice should be rare and will be subject to additional utilization review scrutiny. 3. These E/M codes are based upon time (despite recent CPT guidance). The Georgia Medicaid State Plan is priced on time increments and therefore time will remain the basis of justification for the selection of codes above for the near term. 4. The Rounding protocol set forth in the Community Service Requirements for All Providers, Section III, Documentation Requirements must be used when determining the billing code submitted to DBHDD or DCH. Specific billing guidance for rounding time for Psychiatric Treatment is as follows: 99201 is billed when time with a new person-served is 5-15 minutes. 99202 is billed if the time with a new person-served is 16-25 minutes. 99203 is billed if the time with a new person-served is 26-37 minutes. 99204 is billed if the time with a new person-served is 38-52 minutes. 99205 is billed if the time with a new person-served is 53 minutes or longer. 99211 is billed when time with an established person-served is 3-7 minutes. 99212 is billed if the time with an established person-served is 8-12 minutes. 99213 is billed if the time with an established person-served is 13-20 minutes. 99214 is billed if the time with an established person-served 21-32 minutes. 99215 is billed if the time with an established person-served is 33 minutes or longer. 5. If a Medicaid claim for this service denies for a Procedure-to-Procedure edit, a modifier (25) can be added to the claim and resubmitted to the MMIS for payment.

Psychological Testing: Psychological Testing – Psycho-diagnostic assessment of emotionality, intellectual abilities, personality and psycho-pathology

Transaction Code	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate
per hour of psychologist's or physician's time, both face-to-face with the patient and time interpreting test results and preparing report)	Practitioner Level 2, In-Clinic	96101	U2	U6			155.87	Practitioner Level 2, Out-of-Clinic	96101	U2	U7			187.04
		96102	U3	U6			120.04		96102	U4	U6			81.18

with qualified healthcare professional interpretation and report, administered by technician, per hour of technician time, face-to-face	Practitioner Level 3, In-Clinic				[redacted]		Practitioner Level 4, In-Clinic				[redacted]		
	Practitioner Level 3, Out-of-Clinic	96102	U3	U7		146.71	Practitioner Level 4, Out-of-Clinic	96102	U4	U7		97.42	
Unit Value	1 hour						Utilization Criteria	TBD					
Service Definition	Psychological testing consists of a face-to-face assessment of emotional functioning, personality, cognitive functioning (e.g. thinking, attention, memory) or intellectual abilities using an objective and standardized tool that has uniform procedures for administration and scoring and utilizes normative data upon which interpretation of results is based. Psychological tests are only administered and interpreted by those who are properly trained in their selection and application. The practitioner administering the test ensures that the testing environment does not interfere with the performance of the examinee and ensures that the environment affords adequate protections of privacy and confidentiality. This service covers both the face-to-face administration of the test instrument(s) by a qualified examiner as well as the time spent by a psychologist or physician (with the proper education and training) interpreting the test results and preparing a written report.												
Admission Criteria	1. A known or suspected mental illness or substance-related disorder; and 2. Initial screening/intake information indicates a need for additional undetermined supports and recovery/resiliency planning; and 3. Youth meets DBHDD eligibility.												
Continuing Stay Criteria	The youth's situation/functioning has changed in such a way that previous assessments are outdated.												
Discharge Criteria	Each intervention is intended to be a discrete time-limited service that modifies treatment/support goals or is indicated due to change in illness/disorder.												
Staffing Requirements	The term "psychologist" is defined in the Approved Behavioral Health Practitioners table in Section II of this manual (Reference § 43-39-1 and § 43-39-7).												
Required Components	1. There may be no more than one comprehensive battery of 96101 and 96102 provided to one individual within a year. 2. There may be no more than 10 combined hours of 96101 and 96012 provided to one individual within a year. 3. When providing psychological testing to individuals who are deaf, deaf-blind, or hard of hearing, practitioner shall demonstrate training, supervision, and/or consultation with a qualified professional as approved by DBHDD Deaf Services.												
Clinical Operations	The individual (and caregiver/responsible family members etc. as appropriate) must actively participate in the assessment processes.												
Documentation Requirements	In addition to the authorization produced through this service, documentation of clinical assessment findings from this service should also be completed and placed in the individual's chart.												
Billing & Reporting Requirements	If a Medicaid claim for this service denies for a Procedure-to-Procedure edit, a modifier (59) can be added to the claim and resubmitted to the MMIS for payment.												

Service Plan Development

Transaction Code	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate
Service Plan Development	Practitioner Level 2, In-Clinic	H0032	U2	U6	[redacted]		$38.97	Practitioner Level 2, Out-of-Clinic	H0032	U2	U7	[redacted]		$46.76

	Practitioner Level 3, In-Clinic	H0032	U3	U6	[redacted]	$30.01	Practitioner Level 3, Out-of-Clinic	H0032	U3	U7	[redacted]	$36.68
	Practitioner Level 4, In-Clinic	H0032	U4	U6	[redacted]	$20.30	Practitioner Level 4, Out-of-Clinic	H0032	U4	U7	[redacted]	$24.36
	Practitioner Level 5, In-Clinic	H0032	U5	U6	[redacted]	$15.13	Practitioner Level 5, Out-of-Clinic	H0032	U5	U7	[redacted]	$18.15
Unit Value	15 minutes						Utilization Criteria	TBD				

Service Definition	Youth/Families access this service when it has been determined through an initial screening that the youth has mental health or addictive disease concerns. The Individualized Recovery/Resiliency Plan (IRP) results from the Diagnostic and Behavioral Health Assessments and is required within the first 30 days of service, with ongoing plans completed as demanded by individual need and/or by service policy. Information from a comprehensive assessment should ultimately be used to develop, together with the youth and/or caretakers an IRP that supports resilience and that is based on goals identified by the individual with parent(s)/responsible caregiver(s) involvement. As indicated, medical, nursing, peer, school, nutritional, etc. staff should provide information from records, and various multi-disciplinary assessments for the development of the IRP. The cornerstone component of the youth IRP involves a discussion with the child/adolescent and parent(s)/responsible caregiver(s) regarding what resiliency means to them personally (e.g. the youth having more friends, improvement of behavioral health symptoms, staying in school, improved family relationships etc.), and the development of goals (i.e. outcomes) and objectives that are defined by and meaningful to the youth based upon the individual's articulation of their recovery hopes. Concurrent with the development of the IRP, an individualized safety plan should also be developed, with the individual youth and parent(s)/responsible caregiver(s) guiding the process through the free expression of their wishes and through their assessment of the components developed for the safety plan as being realistic for them. The entire process should involve the youth as a full partner and should focus on service and resiliency goals/outcomes as identified by the youth and his/her family as well as collateral agencies/treatment providers/relevant individuals. Recovery/Resiliency planning shall set forth the course of care by: • Prioritizing problems and needs; • Stating goals which will honor achievement of stated hopes, choice, preferences and desired outcomes of the youth/family; • Assuring goals/objectives are related to the assessment; • Defining goals/objectives that are individualized, specific, and measurable with achievable timeframes; • Defining discharge criteria and desired changes in levels of functioning and quality of life to objectively measure progress; • Transition planning at onset of service delivery; • Selecting services and interventions of the right duration, intensity, and frequency to best accomplish these objectives; • Assuring there is a goal/objective that is consistent with the service intent; and • Identifying qualified staff who are responsible and designated for the provision of services.
Admission Criteria	1. A known or suspected mental illness or substance-related disorder; and 2. Initial screening/intake information indicates a need for additional undetermined supports and recovery/resiliency planning; and 3. Youth meets DBHDD eligibility.
Continuing Stay Criteria	The youth's situation/functioning has changed in such a way that previous assessments are outdated.
Discharge Criteria	Each intervention is intended to be a discrete time-limited service that modifies treatment/support goals or is indicated due to change in illness/disorder.
Required Components	The service plan must include elements articulated in the Community Requirements chapter in this Provider Manual.
Clinical Operations	1. The individual (and caregiver/responsible family members etc. as appropriate) should actively participate in planning processes. 2. The Individualized Resiliency Plan should be directed by the individual's/family's personal resiliency goals as defined by them.

	3. Safety/crisis planning should be directed by the youth/family and their needs/wishes to the extent possible and clinically appropriate. Plans should not contain elements/components that are not agreeable to, meaningful for, or realistic for the youth/family and that the youth/family is therefore not likely to follow through with. 4. Detailed guidelines for recovery/resiliency planning are contained in the "Community Requirements" in this Provider Manual and must be adhered to. 5. For youth at or above age 17 who may need long-term behavioral health supports, plan elements should include transitional elements related to post-primary education, adult services, employment (supported or otherwise), and other transitional approaches to adulthood.

CHILD & ADOLESCENT SPECIALTY SERVICES

Clubhouse Services (Release TBD)

Transaction Code	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate

Community Based Inpatient Psychiatric & Substance Detoxification

Transaction Code	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate
Psychiatric Health Facility Service, Per Diem		H2013												
Unit Value	Per Diem							Utilization Criteria	CA-LOCUS Level 6					
Service Definition	A short-term stay in a licensed and accredited community-based hospital for the treatment or rehabilitation of a psychiatric and/or substance related disorder. Services are of short duration and provide treatment for an acute psychiatric or behavioral episode. For clinically appropriate transitional age youth, this service may also include Medically Managed Inpatient Detoxification at ASAM Level 4-WM.													
Continuing Stay Criteria	1. Youth continues to meet admission criteria; and 2. Youth's withdrawal signs and symptoms are not sufficiently resolved to the extent that they can be safely managed in less intensive services.													
Discharge Criteria	1. An adequate continuing care plan has been established; and one or more of the following: 2. Youth no longer meets admission and continued stay criteria; or 3. Family requests discharge and youth is not imminently dangerous to self or others; or 4. Transfer to another service/level of care is warranted by change in the individual's condition; or 5. Individual requires services not available in this level of care.													
Service Exclusions	This service may not be provided simultaneously to any other service in the service array excepting short-term access to services that provide continuity of care or support planning for discharge from this service.													
Clinical Exclusions	Youths with any of the following unless there is clearly documented evidence of an acute psychiatric/addiction episode overlaying the diagnosis: Autism, Mental Retardation/Developmental Disabilities, Organic Mental Disorder; or Traumatic Brain Injury.													
Required Components	1. If providing withdrawal management services, the program must be licensed by DCH/HFR under the Rules and Regulations for Drug Abuse Treatment Programs, 290-4-2 OR is licensed as a hospital/specialty hospital. 2. A physician's order in the individual's record is required to initiate withdrawal management services. Verbal orders or those initiated by a Physician's Assistant or Clinical Nurse Specialist are acceptable provided they are signed by the physician within 24 hours or the next working day.													

Staffing Requirements	Only nursing or other licensed medical staff under supervision of a physician may provide withdrawal management services.
Reporting and Billing Requirements	1. This service requires authorization via the ASO via GCAL Providers will select an individual from the State Contract Bed (SCB) Board. Once they accept them, they will assign the individual to a bed on the inventory status board (via bhlweb). Once an individual is assigned to the inventory status board a tracking number will be generated and the information will be sent from the Georgia Collaborative ASO crisis access team to the Georgia Collaborative ASO care management team for registration/authorization to take place. Once an authorization number is assigned, that number will appear on the beds inventory status board (on bhlweb) and an email will be generated and sent to the designated UM of the SCB facility containing the authorization number. 2. Span billing may occur for this service, meaning the start and end date are not the same on a given service claim line. The span dates may cross months (start date and end date on a given service line may begin in one month and end in the next).

Crisis Stabilization Unit (CSU) Services

Transaction Code	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate
Behavioral Health; Short-term Residential (Non-Hospital Residential Treatment Program Without Room & Board, Per Diem)		H0018	HA	U2			209.22							
Behavioral Health; Short-term Residential (Non-Hospital Residential Treatment Program Without Room & Board, Per Diem)		H0018	HA	TB	U2		209.22							
Unit Value	1 day							Utilization Criteria	1 unit					
Service Definition	This is a residential alternative to or diversion from inpatient hospitalization, offering psychiatric stabilization and withdrawal management services. The program provides medically monitored residential services for the purpose of providing psychiatric stabilization and/or withdrawal management on a short-term basis. Specific services may include: a. Psychiatric medical assessment; b. Crisis assessment, support and intervention; c. Medically Monitored Residential Substance Withdrawal Management (at ASAM Level 3.7-WM); d. Medication administration, management and monitoring; e. Brief individual, group and/or family counseling; and f. Linkage to other services as needed.													

Admission Criteria	1. Treatment/Services at a lower level of care has been attempted or given serious consideration; and #2 and/or #3 are met: 2. Child/Youth has a known or suspected illness/disorder in keeping with target populations listed above; or 3. Child/Youth is experiencing a severe situational crisis which has significantly compromised safety and/or functioning; and one or more of the following: a. Child/Youth presents a substantial risk of harm or risk to self, others, and/or property or is so unable to care for his or her own physical health and safety as to create a life-endangering crisis. Risk may range from mild to imminent; or b. Child/Youth has insufficient or severely limited resources or skills necessary to cope with the immediate crisis; or c. Child/youth demonstrates lack of judgment and/or impulse control and/or cognitive/perceptual abilities to manage the crisis; or d. For withdrawal management services, individual meets admission criteria for Medically Monitored Residential Withdrawal Management.
Continuing Stay Criteria	This service may be utilized at various points in the child's course of treatment and recovery; however, each intervention is intended to be a discrete time-limited service that stabilizes the individual. These time limits for continued stay are based upon the individual's specific needs.
Discharge Criteria	1. Youth no longer meets admission guidelines requirements; or 2. Crisis situation is resolved and an adequate continuing care plan has been established; or 3. Youth does not stabilize within the evaluation period and must be transferred to a higher intensity service.
Clinical Exclusions	1. Youth is not in crisis. 2. Youth does not present a risk of harm to self or others or is able to care for his/her physical health and safety. 3. Severity of clinical issues precludes provision of services at this level of intensity.
Required Components	1. CSUs providing medically monitored short-term residential psychiatric stabilization and/or withdrawal management services shall be designated by the Department as both an emergency receiving facility and an evaluation facility and must be surveyed and licensed by the DBHDD. 2. In addition to all service qualifications specified in this document, providers of this service must adhere to the DBHDD Policy on Behavioral Health Provider Certification and Operational Requirements for Certified Crisis Stabilization Units (CSUs), 01-325. 3. Youth occupying transitional beds must receive services from outside the CSU (i.e. community-based services) on a daily basis. 4. Services must be provided in a facility designated as an emergency receiving and evaluation facility that is not also an inpatient hospital, a freestanding Institute for Mental Disease (IMD), or a licensed substance abuse detoxification facility. 5. A CSU must have documented operating agreements and referral mechanisms for psychiatric disorders, addictive disorders, and physical healthcare needs that are beyond the scope of the CSU and that require inpatient treatment. Operating agreements must delineate the type and level of service to be provided by the private or public inpatient hospital or treatment facility. These agreements must specifically address the criteria and procedures for transferring the youth to a designated treatment facility when the CPS is unable to stabilize the youth. 6. Crisis Stabilization Units (CSU) must continually monitor the bed –board, regardless of current bed availability, and review, accept or decline individuals who are awaiting disposition on a bed-board, and provide a disposition based on clinical review. It is the expectation that CSU's accept the individual who is most in need. 7. CSUs are expected to review, accept or decline at least 90% of all individuals placed on a bed-board over the course of a fiscal year. 8. A physician–to-physician consultation is required for all CSU denials that occur when that CSU has an open/available bed.
Staffing Requirements	1. A physician or a staff member under the supervision of a physician, practicing within the scope of State law, must provide CSU Services. 2. All services provided within the CPS must be delivered under the direction of a physician. A physician must conduct an assessment of new admissions, address issues of care, and write orders as required. 3. A CSU must employ a fulltime Nursing Administrator who is a Registered Nurse. 4. A CSU must have a Registered Nurse present at the facility at all times. 5. A CSU must have an independently licensed/credentialed practitioner (or a supervised S/T) on staff and available to provide individual, group, and family therapy. 6. Staff-to-individual served ratios must be established based on the stabilization needs of individuals being served and in accordance with the aforementioned Rules and Regulations. 7. Functions performed by Physician Assistants, Nurse Practitioners, Clinical Nurse Specialists, Registered Nurses, and Licensed Practical Nurses must be performed within the scope of practice allowed by State law and Professional Practice Acts.

<table>
<tr><td></td><td>8. CSUs are encouraged to employ a CPS (Parent or Youth) as part of their regular staffing compliment, and utilize them in early engagement, orientation to services, family support, skills building, IRP development, discharge planning, and aftercare follow-up.</td></tr>
<tr><td>Clinical Operations</td><td>1. A physician must evaluate a child/youth referred to a CSU within 24 hours of the referral.
2. A CSU must follow the seclusion and restraint procedures included in the Department's Rules and Regulations for Crisis Stabilization Units.
3. For youth with co-occurring diagnoses including mental retardation/developmental disabilities, this service must target the symptoms, manifestations, and skills-development related to the identified behavioral health issue.
4. Youth served in transitional beds may access an array of community-based services in preparation for their transition out of the CSU, and are expected to engage in community-based services daily while in a transitional bed.</td></tr>
<tr><td>Service Accessibility</td><td>The CSU shall adhere to PolicyStat Chapter 15: Access to Services, Crisis Service Plans for Provision of Crisis Services to Individuals who are Deaf, Deaf-Blind, and Hard of Hearing, 15-113.</td></tr>
<tr><td>Additional Medicaid Requirements</td><td>1. Crisis Stabilization Units with 16 beds or less should bill individual/discrete services for Medicaid recipients.
2. The individual services listed below may be billed up to the daily maximum listed when provided in a CSU. Billable services and daily limits within CSUs are as follows:
<table>
<tr><th>Service</th><th>Daily Maximum Billable Units</th></tr>
<tr><td>Crisis Intervention</td><td>8 units</td></tr>
<tr><td>Diagnostic Assessment</td><td>2 units</td></tr>
<tr><td>Psychiatric Treatment</td><td>1 unit (Pharmacological Mgmt only)</td></tr>
<tr><td>Nursing Assessment and Care</td><td>5 units</td></tr>
<tr><td>Medication Administration</td><td>1 unit</td></tr>
<tr><td>Group Training/Counseling</td><td>4 units</td></tr>
<tr><td>Behavioral Health Assessment & Serv. Plan Development</td><td>24 units</td></tr>
<tr><td>Medication Administration</td><td>1 unit</td></tr>
</table>
3. Medicaid claims for the services in E.2. above may <u>not</u> be billed for any service provided to Medicaid-eligible individuals in CSUs with greater than 16 beds.</td></tr>
<tr><td>Reporting and Billing Requirements</td><td>1. This service requires authorization via the ASO via GCAL. Providers will select an individual from the State Contract Bed (SCB) Board. Once they accept them, they will assign the individual to a bed on the inventory status board (via bhlweb). Once an individual is assigned to the inventory status board a tracking number will be generated and the information will be sent from the Georgia Collaborative ASO crisis access team to the Georgia Collaborative ASO care management team for registration/authorization to take place. Once an authorization number is assigned, that number will appear on the beds inventory status board (on bhlweb) and an email will be generated and sent to the designated UM of the SCB facility containing the authorization number.
2. Providers must report information on all individuals served in CSUs no matter the funding source:
a. The CSU shall submit authorization requests for all individuals served (state-funded, Medicaid funded, private pay, other third party payer, etc.);
b. The CSU shall submit per diem encounters (H0018HAU2 or H0018HATBU2) for all individuals served (state-funded, Medicaid funded, private pay, other third party payer, etc.) even if sub-parts cited in E.2 above are also billed as a claim to Medicaid;
c. Providers must designate either CSU bed use or transitional bed use in encounter submissions through the absence of or use of the TB modifier. TB represents "Transitional Bed."
3. Unlike all other DBHDD residential services, the start date of a CSU span encounter submission may be in one month and the end date may be in the next. The span of reporting must cover continuous days of service and the number of units must equal the days in the span.</td></tr>
</table>

Documentation Requirements	1. Individuals receiving services within the CSU shall be reported as a per diem encounter based upon occupancy at 11:59PM. At 11:59PM, each individual reported must have a verifiable physician's order for CSU level of care [or order written by delegation of authority to nurse or physician assistant under protocol as specified in § 43-34-23]. Individuals entering and leaving the CSU on the same day (prior to 11:59PM) will not have a per diem encounter reported. 2. For individuals transferred to transitional beds, the date of transfer must be documented in a progress note and filed in the individual's chart. 3. Daily engagement in community-based services must also be documented in progress notes for those occupying transitional beds. 4. The notes for the program must have documentation to support the per diem AND, if the program bills sub-parts to Medicaid (in accordance with Additional Medicaid Requirements above), each discrete service delivered must have documentation to support that sub-billable code (e.g. Group is provided for 1 hour, Group is billed for 1 hour, Group note is for 4 units at the 15 minute rate and meets all the necessary components of documentation for that sub-code).

Intensive Customized Care Coordination

Transaction Code	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate
Community-based wrap-around services, monthly	Community-based wrap-around services	H2022	HK				
Unit Value	1 month	Maximum Daily Units					
Initial Authorization	12 units	Re-Authorization		1 year			
Authorization Period	1 year	Utilization Criteria		See Admission Criteria below			

Service Definition

Intensive Customized Care Coordination is a provider-based High Fidelity Wraparound intervention, as defined by the National Wraparound Initiative, comprised of a team selected by the family/caregiver in which the family and team identify the goals and the appropriate strategies to reach the goals. Intensive Customized Care Coordination assists individuals in identifying and gaining access to required services and supports, as well as medical, social, educational, developmental and other services and supports, regardless of the funding source for the services to which access is sought. Intensive Customized Care Coordination encourages the use of community resources through referral to appropriate traditional and non-traditional providers, paid, unpaid and natural supports. Intensive Customized Care Coordination is a set of interrelated activities for identifying, planning, budgeting, documenting, coordinating, securing, and reviewing the delivery and outcome of appropriate services for individuals through a wraparound approach. Care Coordinators (CC), who deliver this intervention, work in partnership with the individual and their family/caregivers/legal guardian are responsible for assembling the Child and Family Team (CFT), including both professionals and non-professionals who provide individualized supports and whose combined expertise and involvement ensures plans are individualized and person-centered, build upon strengths and capabilities and address individual health and safety issues.

Intensive Customized Care Coordination is differentiated from traditional case management by:

- Coaching and skill building of the individual and parent/caregiver to empower their self-activation and self-management of their personal resiliency, recovery and wellness towards stability and independence.
- The intensity of the coordination: an average of three hours of coordination weekly.
- The frequency of the coordination: an average of one face-to-face meeting weekly.
- The caseload: an average of ten youth per care coordinator.
- The average service duration: 12 – 18 months.

	• Involvement in a partnership with a High Fidelity Wraparound-trained certified parent peer specialist (CPS-P) as a part of the Wrap Team (this CPS-P, while a required partner in the ICCC process, is billed separately as Parent Peer Support in accordance with this manual [CMO only]). • Development of a Child and Family Team, minimally comprised of the individual, parent/caregiver, and Wrap Team (CC, CPS-P, and one natural support) • A Child and Family Team Meeting (CFTM), held minimally every 30 days, where all decisions regarding the Individual Recovery Plan are made. Intensive Customized Care Coordination includes the following components as frequently as necessary: • Comprehensive youth-guided and family-directed assessment and periodic reassessment of the individual to determine service needs, including activities that focus on needs identification to determine the need for any medical, educational, social, developmental or other services and include activities such as: taking individual history; identifying the needs, strengths, preferences and physical and social environment of the individual, and completing related documentation; gathering information from other sources, such as family members, medical providers, social workers, and educators, if necessary, to form a complete assessment of the individual. • Development and periodic revision of an individualized recovery plan (IRP), based on the assessment, that specifies the goals of providing care management and the actions to address the medical, social, educational, developmental and other services needed by the individual, including activities that ensure active participation by the individual and others. The IRP will include transition goals and plans. If an individual declines services identified in the IRP, it must be documented. • Referral and related activities to help the individual obtain needed services/supports, including activities that help link the eligible individual with medical, social, educational, developmental providers, and other programs or services that are capable of providing services to address identified needs and achieve goals in the IRP. • Monitoring and follow-up activities that are necessary to ensure that the IRP is effectively implemented and adequately addresses the needs of the individual. Monitoring includes direct observation and follow-up to ensure that IRPs have the intended effect and that approaches to address challenging behaviors, medical and health needs, and skill acquisition are coordinated in their approach and anticipated outcome. Monitoring includes reviewing the quality and outcome of services and the ongoing evaluation of the satisfaction of individuals and their families/caregivers/legal guardians with the IRP. These activities may be with the individual, family members, providers, or other entities, and may be conducted as frequently as necessary to help determine: whether services/supports are being furnished in accordance with the individual's IRP; whether the services in the IRP are adequate to meet the needs of the individual; whether there are changes in the needs or status of the individual. If changes have occurred, the individual IRP and service arrangements with providers will be updated to reflect changes. • Intensive Customized Care Coordination may include contacts and coordination with individuals that are directly related to the identification of the individual's needs and care, for the purposes of assisting individuals' access to services, identifying needs and supports to assist the individual in obtaining services, providing Care Coordinators with useful feedback, and alerting Care Coordinators to changes in the individual's needs. Examples of these individuals include, but are not limited to, school personnel, child welfare representatives, juvenile justice staff, primary care physicians, etc. • Intensive Customized Care Coordination also assists individuals and their families or representatives in making informed decisions about services, supports and providers. • Partnering with and facilitating involvement of the required CPS-P.
Admission Criteria	Based on CANS-Georgia scoring: At least 1 rating of "2" or "3" on the following Child Behavioral/Emotional Needs: • Psychosis • Anger Control • Anxiety • Attachment

- Attention/Concentration
- Depression
- Eating Disturbance
- Impulsivity
- Substance Use

AND

At least 1 rating of "2" or "3" in the following functioning needs:

- Legal
- Recreational
- School Behavior
- Social Functioning
- Sleep

AND

At least 1 rating of "2" or two ratings of "1" on the CANS risk behaviors

OR

At least 1 rating of "2" or "3" on the following Child Behavioral/Emotional Needs:

- Psychosis
- Anger Control
- Anxiety
- Attachment
- Attention/Concentration
- Depression
- Eating Disturbance
- Impulsivity
- Substance Use

AND

At least 1 rating of "3" in the following functioning needs:

- Family
- Living Situation

and one or more of the following:

1. Individual has shown serious risk of harm in the past ninety (90) days, as evidenced by the following:
   a. Current suicidal or homicidal ideation with clear, expressed intentions and/or current suicidal or homicidal ideation with past history of carrying out such behavior; and at least one of the following:
      i. Indication or report of significant and repeated impulsivity and/or physical aggression, with poor judgment and insight, and that is significantly endangering to self or others.
      ii. Recent pattern of excessive substance use (co-occurring with a mental health diagnoses as indicated in target population definition above) resulting in clearly harmful behaviors with no demonstrated ability of child/adolescent or family to restrict use.
      iii. Clear and persistent inability, given developmental abilities, to maintain physical safety and/or use environment for safety; OR
2. The clinical documentation supports the need for the safety and structure of treatment provided in a high level of care and the individual's behavioral health issues are unmanageable as evidenced by both:

	a. There is a documented history of multiple admissions to crisis stabilization programs or psychiatric hospitals (in the past 12 months) and individual has not progressed sufficiently or has regressed; and two of the following: i. Less restrictive or intensive levels of treatment have been tried and were unsuccessful, or are not appropriate to meet the individual's needs; and ii. Past response to treatment has been minimal, even when treated at high levels of care for extended periods of time; or iii. Symptoms are persistent and functional ability shows no significant improvement despite extended treatment exposure. AND b. Individual and/or family has history of attempted, but unsuccessful follow through with elements of a Resiliency/Recovery Plan which has resulted specific mental, behavioral or emotional behaviors that place the recipient at imminent risk for disruption of current living arrangement including: i. Lack of follow through taking prescribed medications; ii. Following a crisis plan; or iii. Maintaining family and community-based integration.
Continuing Stay Criteria	1. Individual has shown serious risk of harm in the past ninety (90) days, as evidenced by the following: a. Current suicidal or homicidal ideation with clear, expressed intentions and/or current suicidal or homicidal ideation with past history of carrying out such behavior; and at least one of the following: i. Indication or report of significant and repeated impulsivity and/or physical aggression, with poor judgment and insight, and that is significantly endangering to self or others. ii. Recent pattern of excessive substance use (co-occurring with a mental health diagnoses as indicated in target population definition above) resulting in clearly harmful behaviors with no demonstrated ability of child/adolescent or family to restrict use. iii. Clear and persistent inability, given developmental abilities, to maintain physical safety and/or use environment for safety; OR 2. The clinical documentation supports the need for the safety and structure of treatment provided in a high level of care and the individual's behavioral health issues are unmanageable as evidenced by both: a. There is a documented history of multiple admissions to crisis stabilization programs or psychiatric hospitals (in the past 12 months) and individual has not progressed sufficiently or has regressed; and two of the following: i. Less restrictive or intensive levels of treatment have been tried and were unsuccessful, or are not appropriate to meet the individual's needs; and ii. Past response to treatment has been minimal, even when treated at high levels of care for extended periods of time; or iii. Symptoms are persistent and functional ability shows no significant improvement despite extended treatment exposure; and b. The individual remains under the age of 22; and 3. The individual is actively participating in High Fidelity Wraparound, or there are active efforts being made that can reasonably be expected to lead to the child's engagement in treatment; and 4. Unless contraindicated, the family, guardian, and/or custodian is involved in the treatment and supports as required by the IRP, or there are active efforts being made (and documented) to involve them. If progress is not evident, documentation of action plan adjustments to address such lack of progress is required.
Discharge Criteria	1. At least 1 rating of "2" or "3" on the following CANS Child Behavioral/Emotional Needs: • Psychosis • Anger Control • Anxiety • Attachment • Attention/Concentration • Depression • Eating Disturbance • Impulsivity

	• Substance Use; AND 2. Either: a. At least 1 rating of "2" or two ratings of "1" on the CANS risk behaviors; OR b. At least 1 rating of "2" in the following functioning needs: • Family • Legal • Living Situation • Recreational • School Behavior • Sleep • Social Functioning; AND 3. An adequate transition plan has been established; AND 4. One or more of the following: • Goals of Individualized Action Plan have been substantially met and individual no longer meets continuing stay criteria; or • Individual's family requests discharge and the individual is not imminently in danger of harm to self or others; or • Transfer to another service is warranted by change in the individual's condition.
Service Exclusions	1. Intensive Customized Care Coordination providers cannot bill the following services while providing Intensive Customized Care Coordination to an individual: • Behavioral Health Assessment. • Service Plan Development. • Community Support Individual. 2. While "care coordination" is often considered a managed care product, this service does not function in that manner. This is a direct service benefit to individual and families, provided side-by-side with them in their own homes/communities. The service includes (among other elements) provision of direct coaching, support, and training specific to developing the individual/family skills to self-manage services coordination and, as such, is not solely appropriate as a tool for utilization management.
Clinical Exclusions	1. Individuals with the following conditions are excluded from admission because the severity of cognitive impairment precludes provision of services in this level of care: Severe and Profound Mental Retardation. 2. The following diagnoses are not considered to be a sole diagnosis for this service: • Rule-Out (R/O) diagnoses • Personality Disorders 3. Individuals with the following conditions are excluded from admission unless there is clearly documented evidence that an additional psychiatric diagnosis is the foremost consideration for psychiatric intervention: • Conduct Disorder • Organic mental disorder • Traumatic brain injury 4. Individuals with the following conditions are excluded from admission unless there is clearly documented evidence that a psychiatric diagnosis is the foremost consideration for this psychiatric intervention: • Mild Mental Retardation • Moderate Mental Retardation

	• Autistic Disorder
Required Components	1. Access to parent peer support shall be offered. This access is a required complement to this service. Parent Peer Support is a separate and distinct billable service. 2. The family must be contacted within 48 hours of the initial referral. 3. The family must be met face-to-face by care coordinator and/or family peer support staff within 72 hours of the initial referral to begin the engagement and assessment processes. 4. An initial CFTM must be held within 14 days from the initial enrollment for all individual. 5. CFTMs must be held at a minimum of every 30 days to minimally include the parent or legal guardian (or their representative), individual, one natural support and Wrap Team (To accommodate full participation, parent or legal guardian (or their representative), individual and natural support may participate telephonically or through other electronic means). Service providers (behavioral health and medical), child-serving agency personnel (child welfare, juvenile justice, education) and other natural and informal supports should also be a part of the Child and Family Team. 6. The CFTM process should be family-driven and youth-guided. 7. All ECFTMs must be held within 72 hours of a crisis. 8. Direct supervision by the supervisor must occur at least monthly utilizing the supervision tools indicated by the National Wraparound Initiative. 9. Group/team case consultation by the supervisor must occur at least twice monthly. 10. Provision of direct observation of staff in the field by the supervisor at least monthly. 11. Provision of direct observation of staff in the field by Master Trainers/Coaches. 12. All staff must be trained in High Fidelity Wraparound through the Georgia Center of Excellence for Child and Adolescent Behavioral Health (COE) before providing this service. 13. Ensure that families are utilizing natural supports and low-cost, no-cost options that are sustainable. Provision of crisis response, 24/7/365 to the individual they serve, to include face-to-face response when clinically indicated. 14. The Care Coordinator will average 3 hours of care coordination per week per individual served. 15. The Care Coordinator will average 1 face-to-face per week per individual served. 16. To promote team cohesion, Care Coordinators must have weekly contact with the CPS-P/ on the ICCC team in support of the individual/family. 17. All coordination will be documented in accordance with the DBHDD Provider Manual for Community Behavioral Health Providers. 18. Providers must participate in the DBHDD Care Management Entity (CME) quality improvement processes.
Staffing Requirements	Intensive Customized Care Coordination providers will minimally have: 1. Care Coordinators who can serve at a 10 individual to 1 care coordinator ratio: • Care Coordinators must possess a minimum of B.A or B.S. degree in social work, psychology or related field with a minimum of two years clinical intervention experience in serving youth with SED or emerging adults with mental illness. All Bachelor level and unlicensed care coordinators must be supervised at minimum by a licensed mental health professional (e.g. LCSW, LPC, LMFT). Experience can be substituted for education. Ability to create effective relationships with individuals of different cultural beliefs and lifestyles. • Effective verbal and written communication skills. • Strong interpersonal skills and the ability to work effectively with a wide range of constituencies in a diverse community. • Ability to develop and deliver case presentations. • Ability to analyze complex information, and to define and solve problems. • Ability to work effectively in a team environment. • Ability to work in partnership with family service providers with lived experience. 2. Wraparound Supervisor for every six (6) care coordinators: • Wraparound Supervisor must possess a minimum of M.A. or M.S. degree in social work, psychology or related field with a minimum of two years clinical intervention experience in serving youth with SED or emerging adults with mental illness. All unlicensed Wraparound Supervisors must be

	supervised at minimum by an independently licensed mental health practitioner (e.g. LCSW, LPC, LMFT). Education can be substituted for experience. Ability to create effective relationships with individuals of different cultural beliefs and lifestyles. • Effective verbal and written communication skills. • Strong interpersonal skills and the ability to work effectively with a wide range of constituencies in a diverse community. • Ability to develop and deliver case presentations. • Ability to analyze complex information, and to define and solve problems. • Ability to work effectively in a team environment. 3. A Program Director who is responsible for the overall management of this service. The CME Director oversees the implementation of numerous activities that are critical to CME administration and management including but not limited to supervision of team personnel; model adherence, principles, values, and fidelity; participation and monitoring of continuous quality improvement. 4. A CPS-P assigned for every child/family team: • This particular staff support can be declined by the legal guardian; or • This particular staff support can be declined for youth who are in DFCS/DJJ custody and for whom there is not a foster parent; or as appropriate, with a reunification plan, this CPS-P can be utilized to facilitate permanency planning and/or to facilitate increasing parental involvement in care coordination processes.
Clinical Operations	1. Providers must adhere to the DBHDD CME Procedures Manual. 2. Provider must accept all coordination responsibility for the individual and family. 3. Provider must ensure that all possible resources (services, formal supports, natural supports, etc.) have been exhausted to sustain the individual in a community based setting prior to institutional care being presented as an option. 4. Provider must ensure care coordination and tracking of services and dollars spent. 5. Provider must ensure that all updated action plans or authorization plans are submitted to the authorizer of services per the state guidelines of 7 days after the CFTM. 6. Provider must have an organizational plan that addresses how the provider will ensure the following: • Direct supervision by the supervisor must occur at least monthly utilizing the supervision tools indicated by the National Wraparound Initiative. • Group/team case consultation by the supervisor must occur at least twice monthly. • Provision of oversight and guidance around the quality and fidelity of Wrap Process by the supervisor. • Provision of oversight and guidance around the quality and fidelity to family-driven and youth-guided care by the supervisor. • Ongoing training and support from the Center of Excellence regarding introductory and advanced Wraparound components as identified by CME Staff, COE or DBHDD in maintaining effective statewide implementation. • Supervisors complete Georgia Document Review Form (see DBHDD CME Manual) with Care Coordinators monthly for each child and family team. • Provision of crisis response, 24/7/365 to the youth they serve, to include face-to-face response when clinically indicated.
Service Accessibility	1. Providers will be available for meetings at times and days conducive to the families, to include weekends and evenings for Child and Family Team meetings. 2. Families must be given their choice of family support organizations for parent peer support, where available. If unavailable in their county, the provider of Intensive Customized Care Coordination must provide parent peer support to the family, as the Wrap Team is defined as a care coordinator and a High Fidelity Wraparound trained certified parent peer specialist (CPS-P).

Documentation Requirements	The following must be documented: 1. Youth/Young adult and family orientation to the program, to include family and individual expectations. 2. Wrap Team progress notes are documented for all individual and family interventions and coordination interventions. These notes adhere to the content set forth in the DBHDD Provider Manual for Community Behavioral Health providers. 3. Evidence that the youth/young adult's needs have been assessed, eligibility established, and needs prioritized. 4. Evidence of youth/young adult participation, consent and response to support are present. 5. Evidence that methods used to deliver services and supports to meet the basic needs of individual are in a manner consistent with normal daily living as much as possible. 6. Evidence of minimal participation in each CFTM as described in Required Components. 7. Evidence of CFTMs and ECFTMs occurring as described in Required Components. 8. Documentation of active CPS-P participation in the team process (billed separately from the ICCC service). If this is declined in accordance with Staffing Requirement Item 4 above, the reason for declined CPS-P support is noted in the record.
Billing & Reporting Requirements	1. The provider must report data to the DBHDD or COE as required by the DBHDD CME Quality Improvement Plan or any other data request. 2. The provider must provide requested data to the DBHDD and/or DCH in their roles as state medical and behavioral health authorities. 3. The provider must document the provision of direct observation of staff in the field by the supervisor at least monthly. 4. The provider must document the provision of direct observation of staff in the field by Master Trainers/Coaches.
Additional Medicaid Requirements	1. The Care Coordinator is responsible for seeking service authorization in accordance with the criteria herein through the benefit manager.

Intensive Family Intervention

Transaction Code	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate
Intensive Family Intervention	Practitioner Level 3, In-Clinic	H0036	U3	U6			$30.01	Practitioner Level 3, Out-of-Clinic	H0036	U3	U7			$41.26
	Practitioner Level 4, In-Clinic	H0036	U4	U6			$22.14	Practitioner Level 4, Out-of-Clinic	H0036	U4	U7			$27.06
	Practitioner Level 5, In-Clinic	H0036	U5	U6			$16.50	Practitioner Level 5, Out-of-Clinic	H0036	U5	U7			$20.17
Unit Value	15 minutes							Utilization Criteria	TBD					
Service Definition	A service intended to improve family functioning by clinically stabilizing the living arrangement, promoting reunification or preventing the utilization of out of home therapeutic venues (i.e. psychiatric hospital, psychiatric residential treatment facilities, or residential treatment services) for the identified youth. Services are delivered utilizing a team approach and are provided primarily to youth in their living arrangement and within the family system. Services promote a family-based focus in order to: • Defuse the current behavioral health crisis, evaluate its nature and intervene to reduce the likelihood of a recurrence; • Ensure linkages to needed psychiatric, psychological, medical, nursing, educational, and other community resources, including appropriate aftercare upon discharge (i.e. medication, outpatient appointments, etc.); and • Improve the individual child's/adolescent's ability to self-recognize and self-manage behavioral health issues, as well as the parents'/responsible caregivers' capacity to care for their children. Services should include crisis intervention, intensive supporting resources management, individual and/or family counseling/training, and other rehabilitative supports to prevent the need for out-of-home placement or other more intensive/restrictive services. Services are based upon a comprehensive, individualized assessment and are directed towards the identified youth and his or her behavioral health needs/strengths and goals as identified in the Individualized Resiliency Plan.													

	Services shall also include resource coordination/acquisition to achieve the youth's and their family's' goals and aspirations of self-sufficiency, resiliency, permanency, and community integration.
Admission Criteria	1. Youth has a diagnosis and duration of symptoms which classify the illness as SED (youth with SED have a diagnosable mental, behavioral, or emotional disorder of sufficient duration to meet DSM diagnostic criteria and results in a functional impairment which substantially interferes with or limits the child's role or functioning in the family, school, or community activities) and/or is diagnosed with a Substance Related Disorder; and one or more of the following: 2. Youth has received documented services through other services such as Non-Intensive Outpatient Services and exhausted these less intensive out-patient resources. Treatment at a lower intensity has been attempted or given serious consideration, but the risk factors for out-of-home placement are compelling (see item G.1. below); The less intensive services previously provided must be documented in the clinical record (even if it via by self-report of the youth and family); or 3. Youth and/or family has insufficient or severely limited resources or skills necessary to cope with an immediate behavioral health crisis; or 4. Youth and/or family behavioral health issues are unmanageable in traditional outpatient treatment and require intensive, coordinated clinical and supportive intervention; or 5. Because of behavioral health issues, the youth is at immediate risk of out-of-home placement; or 6. Because of behavioral health issues, the youth is at immediate risk of legal system intervention or is currently involved with DJJ for behaviors/issues related to SED and/or the Substance-related disorder.
Continuing Stay Criteria	Same as above.
Discharge Criteria	1. An adequate continuing care plan has been established; and one or more of the following: 2. Youth no longer meets the admission criteria; or 3. Goals of the Individualized Resiliency Plan have been substantially met; or 4. Individual and family request discharge, and the individual is not imminently dangerous; or 5. Transfer to another service is warranted by change in the individual's condition; or 6. Individual requires services not available within this service.
Service Exclusions	1. Not offered in conjunction with Individual Counseling, Family Counseling/Training, Crisis Intervention Services, and/or Crisis Stabilization Unit, PRTF, or inpatient hospitalization. 2. Community Support may be used for transition/continuity of care. 3. This service may not be provided to youth who reside in a congregate setting in which the caregivers are paid (such as group homes, or any other living environment that is not comprised of family, guardians, or other more permanent caregivers). A short-term exception would be if the youth were preparing for transition back to a single-family unit, the family member is present during the intervention, and the service is directed to supporting the unification/reunification of the youth and his/her identified family/caregiver and takes place in that home and community. 4. The absence of empirical evidence for conversion therapy prohibits the use of this intervention and it is not reimbursed by DBHDD. 5. The billable activities of IFI do not include: • Transportation; • Observation/Monitoring; • Tutoring/Homework Completion; and • Diversionary Activities (i.e. activities without therapeutic value).
Clinical Exclusions	1. Youth with any of the following unless there is clearly documented evidence of an acute psychiatric/addiction episode overlaying the diagnosis: Autism Spectrum Disorders including Asperger's Disorder, Mental Retardation/Developmental Disabilities, Organic Mental Disorder; or Traumatic Brain Injury. 2. Youth can effectively and safely be treated at a lower intensity of service. This service may not be used in lieu of family preservation and post-adoption services for youth who do not meet the admission criteria for IFI.

Required Components	1. The organization has procedures/protocols for emergency/crisis situations that describe methods for intervention when youth require psychiatric hospitalization. 2. Each IFI provider must have policies and procedures governing the provision of outreach services, including methods for protecting the safety of staff that engage in outreach activities. 3. The organization must have an Intensive Family Intervention Organizational Plan that addresses the description of: • Particular evidence-based family preservation, resource coordination, crisis intervention and wraparound service models utilized (MST, DBT, MDFT, etc.), types of intervention practiced. The organization must show documentation that each staff member is trained in the model for in-home treatment (i.e., certification, ongoing supervision provided by the training entity, documentation of annual training in the model); • The organization must have demonstrable evidence that they are working towards fidelity to the model that they have chosen (via internal Quality Assurance documentation, staff training documentation, etc.). There should not be an eclectic approach to utilizing models. Fidelity to the chosen model is the expectation for each IFI team. If an agency chooses to develop a plan which incorporates more than one evidenced-based model within the organization, there must be a particular evidenced-based model chosen for each IFI team (e.g. an agency administers 3 teams, 2 which will adhere to one model, one to another model). Documentation of training for each staff person on the evidenced-based in-home model they will be utilizing in the provision of services should exist in their personnel files. Some models do not have the stringent staffing requirements that this service requires. The expectation is that staffing patterns in accordance with the specific model used are in compliance with staffing requirements noted in this service definition; • Hours of operation, the staff assigned, and types of services provided to individuals, families, parents, and/or guardians; • How the plan for services is modified or adjusted to meet the needs specified in each Individualized Resiliency Plan; and 4. At least 60% of service units must be provided face-to-face with youth and their families and 80% of all face-to-face service units must be delivered in non-clinic settings over the authorization period. 5. At least 50% of IFI face-to-face units must include the identified youth. However, when the child is not included in the face-to-face contacts, the focus of the contacts must remain on the child and their goals as identified on their IRP. 6. Documentation of how the team works with the family and other agencies/support systems (such as LIPTs, provider agencies, etc.) to build a clinically oriented transition and discharge plan is required and should be documented in the clinical record of the individual. 7. IFI is an individual intervention and may not be provided or billed for more than 1 youth at the same time (including siblings); however, youth participating in an IFI program may receive group skills training and/or group counseling in keeping with his/her individual recovery plan. Siblings who are each authorized to receive IFI must receive individualized services, but family interventions can be done jointly, with only one bill being submitted to the payer (For example, Sibling 1 and Sibling 2 are being seen for 2 units with the parents. Sibling 1 and Sibling 2 each have the documentation in both records, but only one claim for 2 units of reimbursement may be submitted to the payer source). 8. IFI is intended to be provided to youth/families in their living arrangement. Services provided in school settings are allowable up to 3 hours/week as a general rule and the clinical record shall include documentation of partnership with the school. Exceptions to this 3 hours/week should be documented to include approval by the IFI Team Leader of clinical need (CANS scores, recent discharge from inpatient hospitalization, PRTF, CSU, etc.). The record should indicate why a specific intervention took place in the school during school hours instead of after school in the home or community. Youth receiving this service must never be taken out of the classroom for the convenience of the service provider. IFI should not supplant what schools must provide for support of a child based on the IEP.
Staffing Requirements	1. Intensive Family Intervention is provided by a team consisting of the family and the following practitioners: a. One fulltime Team Leader who is licensed (and/or certified as a CAC II if the target population is solely diagnosed with substance related disorders) by the State of Georgia under the Practice Acts and has at least 3 years of experience working with children with severe emotional disturbances. AMFT, LMSW, APC staff do not qualify for this position. The team leader must be actively engaged in the provision of the IFI service in the following manner: i. Convene, at least weekly, team meetings that serve as the way to staff a child with the team, perform case reviews, team planning, and to provide for the team supervision and coordination of treatment/supports between and among team members. When a specific plan for a specific youth results from this meeting, there shall be an administrative note made in the youth's clinical record. In addition, there should exist a log of meeting minutes from this weekly team meeting that documents team supervision. In essence, there should be two documentation processes for these

meetings; one child specific in the clinical record, and the other a log of meeting minutes for each team meeting that summarizes the team supervision process. This supervision and team meeting process is not a separately-billable activity, but the cost is accounted for within the rate methodology and supports the team approach to treatment. Weekly time for group supervision and case review is scheduled and protected.

ii. Meet at least twice a month with families face-to-face or more often as clinically indicated.

iii. Provide weekly, individual, clinical supervision to each IFI team member (outside of the weekly team meeting) for all services provided by that member of the IFI team. The individual supervision process is to be one-on-one supervision, documented in a log, with appropriate precautions for individual confidentiality and indicating date/time of supervision, issues addressed, and placed in the personnel file for the identified IFI team staff.

iv. Be dedicated to a single IFI team ("Dedicated" means that the team leader works with only one team at least 32 hours/week [up to 40 hours/week] and is a full-time employee of the agency [not a subcontractor/1099 employee]). The Team Leader is available 24/7 to IFI staff for emergency consultation/supervision.

b. Two to three fulltime equivalent paraprofessionals who work under the supervision of the Team Leader.

c. The team may also include an additional mental health professional, substance abuse professional or paraprofessional. The additional staff may be used .25 percent between 4 teams.

2. To facilitate access for those families who require it, the specialty IFI providers must have access to psychiatric and psychological services, as provided by a Physician, Psychiatrist or a Licensed Psychologist (via contract or referral agreement). These contracts/agreements must be kept in the agency's administrative files and be available for review.
3. Practitioners providing this service are expected to maintain knowledge/skills regarding current research trends in best/evidence based practices. Some examples of best/evidence based practice are multi-systemic therapy, multidimensional family therapy, dialectic behavioral therapy and others as appropriate to the child, family and issues to be addressed. Their personnel files must indicate documentation of training and/or certification in the evidenced-based model chosen by the organization. There shall be training documentation indicating the evidenced-based in-home practice model each particular staff person will be utilizing in the provision of services.
4. The IFI Team's family-to-staff ratio must not exceed 12 families for teams with two paraprofessional, and 16 families for teams with three paraprofessionals (which is the maximum limit which shall not be exceeded at any given time). The staff-to-family ratio takes into consideration evening and weekend hours, needs of special populations, and geographic areas to be covered.
5. Documentation must demonstrate that at least 2 team members (one of whom must be licensed/credentialed) are providing IFI services in the support of each individual served by the team in each month of service. One of these team members must be appropriately licensed/credentialed to provide the professional counseling and treatment modalities/interventions needed by the individual and must provide these modalities/interventions as clinically appropriate according to the needs of the youth.
6. It is critical that IFI team members are fully engaged participants in the supports of the served individuals. To that end, no more than 50% of staff can be "contracted"/1099 team members. Team members must work for only one IFI organization at a time and cannot be providing this service when they are a member of another team because they cannot be available as directed by families need or for individual crises while providing on-call services for another program.
7. When a team is newly starting, there may be a period when the team does not have a "critical mass" of individuals to serve. During this time, a short-term waiver may be granted to the agency's team by the DBHDD for the counties served. The waiver request may address the part-time nature of a team leader and the paraprofessionals serving less than individual-load capacity. For example, a team may only start by serving 4-6 families (versus full capacity 12-16 families) and therefore could request to have the team leader serve ½ time and a single paraprofessional. A waiver of this nature will not be granted for any time greater than 6 months. The waiver request to DBHDD must include:
    a. The agency's plan for building individual capacity (not to exceed 6 months).
    b. The agency's corresponding plan for building staff capacity which shall be directly correlated to the item above.

    DBHDD has the authority to approve these short-term waivers and must copy BHO on its approval and/or denial of these waiver requests. No extension on these waivers will be granted.

	8. It is understood that there may be periodic turn-over in the Team Leader position; however, the service fails to meet model-integrity in the absence of a licensed/credentialed professional to provide supervision, therapy, oversight of Individualized Recovery/Resiliency Plans, and team coordination. Understanding this scenario, an IFI team who loses a Team Leader must provide the critical functions articulated via one of the following means: a. Documentation that there is a temporary contract for Team Leader who meets the Team Leader qualifications; or b. Documentation that there is another fully licensed/credentialed professional who meets the Team Leader qualifications and is currently on the team providing the Team Leader functions temporarily (this would reduce the team staff to either 2 or 3 members based on the numbers of families served by the team); or c. Documentation that there is another fully licensed/credentialed professional who meets the Team Leader qualifications and is currently employed by the agency providing the Team Leader functions temporarily (this professional would devote a minimum of 15-20 hours/week to supervision, therapy, oversight of Individualized Recovery/Resiliency Plans, and team coordination); or d. Documentation that there is an associate-licensed professional who could work full-time dedicated to therapy, oversight of Individualized Recovery/Resiliency Plans, and team coordination with a fully licensed/credentialed professional supporting the team for 5 hours/week for clinical supervision. For this to be allowed, the agency must be able to provide documentation that recruitment in underway. Aggressive recruitment shall be evidenced by documentation in administrative files of position advertising. In the event that a position cannot be filled within 60 days OR in the event that there is no ability to provide the coverage articulated in this item (B.8.), there shall be notification to the State DBHDD Office and the associated field office of the intent to cease billing for the IFI service. 9. IFI providers may not share contracted team members with other IFI agencies. Staff may not work part-time for one agency and part-time with another agency due to the need for staff availability in accord with the specific needs, requirements, and requests of the families served. Team members must be dedicated to each specific team to ensure intensity, consistency, and continuity for the individuals served.
Clinical Operations	1. In-home services include consultation with the individual, parents, or other caregivers regarding medications, behavior management skills, and dealing with the responses of the individual, other caregivers and family members, and coordinating with other child-serving treatment providers. 2. Individuals receiving this service must have a qualifying and verified diagnosis present in the medical record prior to the initiation of services. 3. The Individualized Resiliency Plan must be individualized, strengths-based, and not developed from a template used for other individuals and their families. Team services are individually designed for each family, in full partnership with the family, to minimize intrusion and maximize independence. 4. IFI must be provided through a team approach (as evidenced in documentation) and flexible services designed to address concrete therapeutic and environmental issues in order to stabilize a situation quickly. Services are family-driven, child focused, and focus on developing resiliency in the child. They are active and rehabilitative, and delivered primarily in the home or other locations in the community. Services are initiated when there is a reasonable likelihood that such services will lead to specific, observable improvements in the individual's functioning (with the family's needs for intensity and time of day as a driver for service delivery). 5. Service delivery must be preceded by a thorough assessment of the child and the family in order to develop an appropriate and effective IRP. This assessment must be clearly documented in the clinical record. 6. IFI services provided to children and youth must be coordinated with the family and significant others and with other systems of care such as the school system, the juvenile justice system, and children's protective services when appropriate to treatment and educational needs. 7. The organization must have policies that govern the provision of services in natural settings and can document that it respects the youth's and/or family's right to privacy and confidentiality when services are provided in these settings. 8. When a projected discharge date for the service has been set, the youth may begin to receive more intensified Community Support services two weeks prior to IFI discharge for continuity of care purposes only. 9. When there is a crisis situation identified or there is potential risk of youth harm to self or others, there must be documentation that a licensed/credentialed practitioner is involved in that crisis resolution. 10. The IFI organization will be expected to develop and demonstrate comprehensive crisis protocols and policies, and must adhere to all safety planning criteria as specified below. Safety planning with the family must be evident at the beginning of treatment, and must include evidence that safety needs are assessed for all youth and families. The family shall be a full participant in the safety planning, and all crisis stabilization steps will be clearly identified. All parties

	involved, including community partners, will need to know the plan and who is responsible for supporting its implementation. When aggression is an issue within the family, a written safety plan must be developed and signed by the parents/caregivers, staff, youth, and other agency staff involved in the plan. Safety plans should also include natural supports and should not rely exclusively on professional resources. This plan must be given to the family, other agency staff, the youth, and a copy kept in the individual's record. 11. Service delivery should be organized in a way such that there is a high frequency of services delivered at the onset of support and treatment and a tapering off as the youth moves toward discharge. As it applies to the specific youth, this shall be documented in the record.
Service Accessibility	1. Services must be available 24 hours a day, 7 days a week, through on-call arrangements with practitioners skilled in crisis intervention. A team response is preferable when a family requires face-to-face crisis intervention. 2. Due to the intensity of the service, providers must offer a minimum of 3 contacts per week with the youth/family except during periods where service intensity is being tapered toward the goal of transition to another service or discharge. 3. Intensive Family Intervention may **not** be provided in an Institution for Mental Diseases (IMD, e.g. state or private psychiatric hospital, psychiatric residential treatment facility or Crisis Stabilization Unit with greater than 16 beds), jail, youth development center (YDC) or prison system. 4. This service may not be provided and billed for youth who are involuntarily detained in Regional Youth Detention Centers (RYDCs) awaiting criminal proceedings, penal dispositions, or other involuntary detainment proceedings. Any exception to this requires supporting documentation from the DJJ partners. The provider holds the risk for assuring the youth's eligibility. 5. Services provided for over 6 hours on any given day must be supported with rigorous reasons in the documentation. Anything over 6 hours would need to relate to a crisis situation and the support administrative documentation should spell out the reasons for extended hours and be signed by the Team Leader.
Documentation Requirements	1. If admission criteria #2 is utilized to establish admission, notation of other services provision intensity/failure should be documented in the record (even if it is self-reported by the youth/family). 2. As the team, youth, and family work toward discharge, documentation must indicate planning with the youth/family for the supports and treatment needed post-discharge from the IFI service. Referrals to subsequent services should be a part of this documentation.

Parent Peer Support Service-Group

Transaction Code	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate
Peer Support Services [codes not active]														
Unit Value	15 minutes							Utilization Criteria	TBD					
Service Definition	Parent Peer Support (PPS) is a strength-based rehabilitative service provided to parents/caregivers that is expected to increase the youth/family's capacity to function within their home, school, and community while promoting recovery. These services are rendered by a CPS-P (Certified Peer Support – Parent) who is performing the service within the scope of their knowledge, live d - experience, and education. The service exists within a system of care framework and enables timely response to the needs of all family members across several life domains, incorporating formal and informal supports, and developing realistic intervention strategies that complement the youth's natural environment. The services are geared toward promoting self-empowerment of the parent, enhancing community living skills, and developing natural supports through the following interventions: a. Through positive relationships with health providers, promoting access and quality services to the youth/family. b. Assisting with identifying other community and individual supports that can be used by the family to achieve their goals and objectives-; these can include friends, relatives, and/or religious affiliations.													

c. Assisting the youth and family accessing strength-based behavioral health, social services, educational services and other supports and resources required to assist the family to attain its vision/goals/objectives including:
    i. Helping the family identify natural supports that exist for the family; and
    ii. Working with families to access supports which maintain youth in the least restrictive setting possible; and
    iii. Working with the families to ensure that they have a choices in life aspects, sustained access to an ownership of their IRP and resources developed.
d. In partnership with the multi-disciplinary team, working with the provider community to develop responsive and flexible resources that facilitate community-based interventions and supports that correspond with the needs of the families and their youth.

Interventions are approached from a perspective of lived experience and mutuality, building family recovery, empowerment, and self-efficacy. Interventions are based upon respect and honest dialogue. The unique mutuality of the service allows the sharing of personal experience including modeling family recovery, respect, and support that is respectful of the individualized journey of a family's recovery. Equalized partnership must be established to promote shared decision making while remaining family-centered. All aspects of the intervention acknowledge and honor the cultural uniqueness of each family and the many pathways to family recovery.

One of the primary functions of the Parent Peer Support service is to promote family/youth recovery. While the identified youth is the target for services, recovery is approached as a family journey towards self-management and developing the concept of wellness and functioning while actively managing a chronic behavioral health condition, which enable the youth to be supported in wellness within his/her family unit. Families are supported by the CPS and by participating group members in learning to live life beyond the identified behavioral health condition, focusing on identifying and enhancing the strengths of their family unit as supporters of the youth. As a part of this service intervention, a CPS-P will articulate points in their own recovery stories that are relevant to the obstacles faced by the family of consumers of behavioral health services and promote personal responsibility for family recovery as the youth/family define recovery.

The group focuses on building respectful partnerships with families, identifying the needs of the parent/caregiver and helping the parent recognize self-efficacy while building partnership between families, communities and system stakeholders in achieving the desired outcomes. This service provides the training and support necessary to promote engagement and active participation of the family in the supports/treatment/recovery planning process for the youth and assistance with the ongoing implementation and reinforcement of skills learned throughout the treatment/support process. PPS is a supportive relationship between a parent/guardian and a CPS-P that promotes respect, trust, and warmth and empowers the group participants to make choices and decisions to enhance their family recovery.

The following are among the wide-range of specific interventions and supports which are expected and allowed in the provision of this service:

a. Facilitating peer support in and among the participating group family members;
b. Assisting families in gaining skills to promote the families' recovery process (e.g., self-advocacy, developing natural supports, etc.);
c. Support family voice and choice by assisting the family in assuming the lead roles in all multi-disciplinary team meetings;
d. Listening to the family's needs and concerns from a peer perspective, and offering suggestions for engagement in planning process;
e. Providing ongoing emotional support, modeling and mentoring during all phases of the planning services/support planning process;
f. Promoting and planning for family and youth recovery, resilience and wellness;
g. Working with the family to identify, articulate and build upon their strengths while addressing their concerns, needs and opportunities;
h. Helping families better understand choices offered by service providers, and assisting with understanding policies, procedures, and regulations that impact the identified youth while living in the community;
i. Ensuring the engagement and active participation of the family and youth in the planning process and guiding families toward taking a pro-active and self-managing role in their youth's treatment;
j. Assisting the family with the acquisition of the skills and knowledge necessary to sustain an awareness of their youth's needs as well as his/her strengths and the development and enhancement of the family's unique problem-solving skills, coping mechanisms, and strategies for the youth's illness/symptom/behavior management;

	k. Assisting the parent participants in coordinating with other youth-serving systems, as needed, to achieve the family/youth goals; l. As needed, assisting communicating family needs to multi-disciplinary team members, while also building the family skills in self-articulating; needs/desires/preferences for treatment and support with the goal of full family-guided, youth-driven self-management; m. Supporting, modeling, and coaching families to help with their engagement in all health related processes; n. Coaching parents in developing systems advocacy skills in order to take a proactive role in their youth's treatment and to obtain information and advocate with all youth-serving systems; o. Cultivating the parent/guardian's ability to make informed, independent choices including a network for information and support which will include others who have been through similar experiences; p. Building the family skills, knowledge, and tools related to the identified condition/related symptoms so that the family/youth can assume the role of self-monitoring and self-management; and q. Assisting the parent participants in understanding: i. Various system processes, how these relate to the youth's recovery process, and their valued role (e.g. crisis planning, IRP process); ii. What a behavioral health diagnosis means and what a journey to recovery may look like; iii. The role of services/prescribed medication in diminishing/managing the symptoms of that condition and increasing resilience and functioning in living with that condition; r. Empowering the family on behalf of the recipient; providing information regarding the nature, purpose and benefits of all services; providing interventions and support; and providing overall support and education to a caregiver to ensure that he or she is well equipped to support the youth in service transition/upon discharge and have natural supports and be able to navigate service delivery systems; s. Identifying the importance of Self Care, addressing the need to maintain family whole health and wellness in order to ultimately support the youth with a behavioral health condition; t. Assisting the family participants in self-advocacy promoting family-guided, youth-driven services and interventions; u. Drawing upon their own experience, helping the family/youth find and maintain hope as a tool for progress towards recovery; and v. Assisting youth and families with identifying goals, representing those goals to the collaborative, multi-disciplinary treatment team, and, together, taking specific steps to achieve those goals.
Admission Criteria	1. PPS is targeted to the parent/guardian of youth/young adults who meet the following criteria: a. Individual is 21 or younger; and b. Individual has a substance related issue and/or mental illness; and two or more of the following: i. Individual and his/her family needs peer-based recovery support for the acquisition of skills needed to engage in and maintain youth/family recovery; or ii. Individual and his/her family need assistance to develop self-advocacy skills to achieve self-management of the youth's behavioral health status; or iii. Individual and his/her family need assistance and support to prepare for a successful youth work/school experience; or iv. Individual and his/her family need peer modeling to increase responsibilities for youth/family recovery. 2. For the purposes of this service, "family" is defined as the person(s) who live with or provide care to the targeted youth, and may include a parent, guardians, other caregiving relatives, and foster caregivers.
Continuing Stay Criteria	1. Individual continues to meet admission criteria; and 2. Progress notes document parent/guardian progress relative to goals which the youth/family identified in the Individualized Recovery Plan, but treatment/recovery goals have not yet been achieved.
Discharge Criteria	1. An adequate continuing recovery plan has been established; and one or more of the following: a. Goals of the Individualized Recovery Plan have been substantially met; or b. Individual served/family requests discharge; or

	c. Transfer to another service/level is more clinically appropriate.
Service Exclusions	1. "Family" or "caregiver" does not include individuals who are employed to care for the member (excepting individuals who are identified as a foster parent). 2. General support groups which are made available to the public to promote education and advocacy do not qualify as Parent Peer Support. 3. If there are siblings of the targeted youth for whom a need is specified, this service is not billable unless there is applicability to the targeted youth/family. 4. This unique billable service may not be billed for youth who resides in a congregate setting in which the caregivers are paid in a parental role (such as child caring institutions, or any other living environment that is not comprised of family, guardians, or other more permanent caregivers). A short-term exception would be if the youth were preparing for transition back to a single-family unit, the family member is present during the intervention, and the service is directed to supporting the unification/reunification of the youth and his/her identified family/caregiver and takes place in that home and community.
Clinical Exclusions	Individuals with the following conditions are excluded from admission unless there is clearly documented evidence of a behavioral health condition overlaying the diagnosis: developmental disability, autism, organic mental disorder, or traumatic brain injury.
Required Components	1. Individuals participating in the service at any given time must have the opportunity to participate in and make decisions about the person-centered interactions offered by the Certified Peer Specialist(s), while also respecting the group dynamics. 2. The operating agency shall have an organizational plan which articulates the following agency protocols: a. PPS cannot operate in isolation from the rest of the programs/services within the agency or affiliated organization or from other health providers; b. CPS-Ps providing this service are supported through a myriad of agency resources (e.g. Supervisors, internal agency 24/7 crisis resources, external crisis resources, etc.) in responding to youth/family crises. 3. The CPS-P shall be empowered to convene multidisciplinary team meetings regarding a participating individual's needs and desires as they become known in the group setting. 4. The CPS-P must be allowed to participate as an equal practitioner partner with all staff in multidisciplinary team meetings.
Staffing Requirements	1. Services must be provided by a CPS-P; 2. Parent Peer Support services are provided in a structured 1:15 CPS to participant ratio; 3. A CPS-P must receive ongoing and regular supervision by an independently licensed practitioner to include: a. Supervisor's availability to provide backup, support, and/or consultation to the CPS-P as needed; b. The partnership between the Supervisor and CPS-P in collaboratively assessing fidelity to the service definition and addressing implementation successes/challenges; and 4. A CPS-P cannot provide this service to his/her own youth and/or family or to an individual with whom he/she is living.
Clinical Operations	1. CPS-Ps who deliver PPS shall be involved in proactive multi-disciplinary planning to assist the youth/family in managing and/or preventing crisis situations; 2. PPS is goal-oriented and is provided in accordance with the youth's collaborative and comprehensive IRP.
Service Accessibility	1. At the current time, this service is provided by approved CBAY program providers to youth enrolled in that program. 2. PPS may be provided at a service site, in the recipient's home, or in any community setting appropriate for providing the services as specified in the recipient's behavioral health recovery plan; via phone (although 50% must be provided face to face, telephonic contacts are limited to 50%).
Documentation Requirements	1. CPS-Ps must comply with all required documentation expectations set forth in this manual. 2. CPS-Ps must comply with any data collection expectations in support of the program's implementation and evaluation strategy.

Parent Peer Support Service-Individual														
Transaction Code	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate
Peer Support Services [codes not active]														
Unit Value	15 minutes							Utilization Criteria	TBD					
Service Definition	Parent Peer Support (PPS) is a strength-based rehabilitative service provided to parents/caregivers that is expected to increase the youth/family's capacity to function within their home, school, and community while promoting recovery. These services are rendered by a CPS-P (Certified Peer Support – Parent) who is performing the service within the scope of their knowledge, live d - experience, and education. The service exists within a system of care framework and enables timely response to the needs of all family members across several life domains, incorporating formal and informal supports, and developing realistic intervention strategies that complement the youth's natural environment. The services are geared toward promoting self-empowerment of the parent, enhancing community living skills, and developing natural supports through the following interventions: a. Through positive relationships with health providers, promoting access and quality services to the youth/family. b. Assisting with identifying other community and individual supports that can be used by the family to achieve their goals and objectives-; these can include friends, relatives, and/or religious affiliations. c. Assisting the youth and family accessing strength-based behavioral health, social services, educational services and other supports and resources required to assist the family to attain its vision/goals/objectives including: i. Helping the family identify natural supports that exist for the family; ii. Working with families to access supports which maintain youth in the least restrictive setting possible; and iii. Working with the families to ensure that they have a choices in life aspects, sustained access to an ownership of their IRP and resources developed. d. In partnership with the multi-disciplinary team, working with the provider community to develop responsive and flexible resources that facilitate community-based interventions and supports that correspond with the needs of the families and their youth. Interventions are approached from a perspective of lived experience and mutuality, building family recovery, empowerment, and self-efficacy. Interventions are based upon respect and honest dialogue. The unique mutuality of the service allows the sharing of personal experience including modeling family recovery, respect, and support that is respectful of the individualized journey of a family's recovery. Equalized partnership must be established to promote shared decision making while remaining family-centered. All aspects of the intervention acknowledge and honor the cultural uniqueness of each family and the many pathways to family recovery. One of the primary functions of the Parent Peer Support service is to promote family/youth recovery. While the identified youth is the target for services, recovery is approached as a family journey towards self-management and developing the concept of wellness and functioning while actively managing a chronic behavioral health condition, which enable the youth to be supported in wellness within his/her family unit. Families are supported in learning to live life beyond the identified behavioral health condition, focusing on identifying and enhancing the strengths of their family unit as supporters of the youth. As a part of this service intervention, a CPS-P will articulate points in their own recovery stories that are relevant to the obstacles faced by the family of consumers of behavioral health services and promote personal responsibility for family recovery as the youth/family define recovery. The CPS-P focuses on respectful partnerships with families, identifying the needs of the parent/caregiver and helping the parent recognize self-efficacy while building partnership between families, communities and system stakeholders in achieving the desired outcomes. This service provides the training and support													

	necessary to promote engagement and active participation of the family in the supports/treatment/recovery planning process for the youth and assistance with the ongoing implementation and reinforcement of skills learned throughout the treatment/support process. PPS is a supportive relationship between a parent/guardian and a CPS-P that promotes respect, trust, and warmth and empowers youth/families to make choices and decisions to enhance their family recovery. The following are among the wide-range of specific interventions and supports which are expected and allowed in the provision of this service: a. Assisting families in gaining skills to promote the families' recovery process (e.g., self-advocacy, developing natural supports, etc.); b. Support family voice and choice by assisting the family in assuming the lead roles in all multi-disciplinary team meetings; c. Listening to the family's needs and concerns from a peer perspective, and offering suggestions for engagement in planning process; d. Providing ongoing emotional support, modeling and mentoring during all phases of the planning services/support planning process; e. Promoting and planning for family and youth recovery, resilience and wellness; f. Working with the family to identify, articulate and build upon their strengths while addressing their concerns, needs and opportunities; g. Helping families better understand choices offered by service providers, and assisting with understanding policies, procedures, and regulations that impact the identified youth while living in the community; h. Ensuring the engagement and active participation of the family and youth in the planning process and guiding families toward taking a pro-active and self-managing role in their youth's treatment; i. Assisting the family with the acquisition of the skills and knowledge necessary to sustain an awareness of their youth's needs as well as his/her strengths and the development and enhancement of the family's unique problem-solving skills, coping mechanisms, and strategies for the youth's illness/symptom/behavior management; j. Assisting the parent in coordinating with other youth-serving systems, as needed, to achieve the family/youth goals; k. As needed, assisting communicating family needs to multi-disciplinary team members, while also building the family skills in self-articulating needs/desires/preferences for treatment and support with the goal of full family-guided, youth-driven self-management; l. Supporting, modeling, and coaching families to help with their engagement in all health related processes; m. Coaching parents in developing systems advocacy skills in order to take a proactive role in their youth's treatment and to obtain information and advocate with all youth-serving systems; n. Cultivating the parent/guardian's ability to make informed, independent choices including a network for information and support which will include others who have been through similar experiences; o. Building the family skills, knowledge, and tools related to the identified condition/related symptoms so that the family/youth can assume the role of self-monitoring and self-management; p. Assisting the family in understanding: q. Various system processes, how these relate to the youth's recovery process, and their valued role (e.g. crisis planning, IRP process); r. What a behavioral health diagnosis means and what a journey to recovery may look like; and s. The role of services/prescribed medication in diminishing/managing the symptoms of that condition and increasing resilience and functioning in living with that condition; t. Empowering the family on behalf of the recipient; providing information regarding the nature, purpose and benefits of all services; providing interventions and support; and providing overall support and education to a caregiver to ensure that he or she is well equipped to support the youth in service transition/upon discharge and have natural supports and be able to navigate service delivery systems; u. Identifying the importance of Self Care, addressing the need to maintain family whole health and wellness in order to ultimately support the youth with a behavioral health condition; v. Assisting the family in self-advocacy promoting family-guided, youth-driven services and interventions; w. Drawing upon their own experience, helping the family/youth find and maintain hope as a tool for progress towards recovery; and x. Assisting youth and families with identifying goals, representing those goals to the collaborative, multi-disciplinary treatment team, and, together, taking specific steps to achieve those goals.

Admission Criteria	1. PPS is targeted to the parent/guardian of youth/young adults who meet the following criteria: a. Individual is 21 or younger; and b. Individual has a substance related issue and/or mental illness; and two or more of the following: i. Individual and his/her family needs peer-based recovery support for the acquisition of skills needed to engage in and maintain youth/family recovery; or ii. Individual and his/her family need assistance to develop self-advocacy skills to achieve self-management of the youth's behavioral health status; or iii. Individual and his/her family need assistance and support to prepare for a successful youth work/school experience; or iv. Individual and his/her family need peer modeling to increase responsibilities for youth/family recovery. 2. For the purposes of this service, "family" is defined as the person(s) who live with or provide care to the targeted youth, and may include a parent, guardians, other caregiving relatives, and foster caregivers.
Continuing Stay Criteria	1. Individual continues to meet admission criteria; and 2. Progress notes document parent/guardian progress relative to goals which the youth/family identified in the Individualized Recovery Plan, but treatment/recovery goals have not yet been achieved.
Discharge Criteria	1. An adequate continuing recovery plan has been established; and one or more of the following: a. Goals of the Individualized Recovery Plan have been substantially met; or b. Individual served/family requests discharge; or c. Transfer to another service/level is more clinically appropriate.
Service Exclusions	1. "Family" or "caregiver" does not include individuals who are employed to care for the member (excepting individuals who are identified as a foster parent). 2. General support groups which are made available to the public to promote education and advocacy do not qualify as Parent Peer Support. 3. If there are siblings of the targeted youth for whom a need is specified, this service is not billable unless there is applicability to the targeted youth/family. 4. This unique billable service may not be billed for youth who resides in a congregate setting in which the caregivers are paid in a parental role (such as child caring institutions, or any other living environment that is not comprised of family, guardians, or other more permanent caregivers). A short-term exception would be if the youth were preparing for transition back to a single-family unit, the family member is present during the intervention, and the service is directed to supporting the unification/reunification of the youth and his/her identified family/caregiver and takes place in that home and community.
Clinical Exclusions	Individuals with the following conditions are excluded from admission unless there is clearly documented evidence of a behavioral health condition overlaying the diagnosis: developmental disability, autism, organic mental disorder, or traumatic brain injury.
Required Components	1. Individuals participating in the service at any given time must have the opportunity to participate in and make decisions about the person-centered interactions offered by the Certified Peer Specialist(s). 2. The operating agency shall have an organizational plan which articulates the following agency protocols: a. PPS cannot operate in isolation from the rest of the programs/services within the agency or affiliated organization or from other health providers. b. CPS-Ps providing this service are supported through a myriad of agency resources (e.g. Supervisors, internal agency 24/7 crisis resources, external crisis resources, etc.) in responding to youth/family crises. 3. The CPS-P shall be empowered to convene multidisciplinary team meetings regarding a participating individual's needs and desires. 4. Contact must be made with the individual receiving PPS services a minimum of twice each month. At least one of these contacts must be face-to-face and the second may be either face-to-face or telephone contact depending on the individual's support needs and documented preferences. 5. At least 50% of PPS service units must be delivered face-to-face with the family/youth receiving the service. In the absence of the required monthly face-to-face contact and if at least two unsuccessful attempts to make face-to-face contact have been tried and documented, the provider may bill for a maximum of two telephone contacts in that specified month. 6. The CPS-P must be allowed to participate as an equal practitioner partner with all staff in multidisciplinary team meetings.

Staffing Requirements	1. Services must be provided by a CPS-P; 2. Parent Peer Support services are provided in a structured 1:1 CPS to family-served ratio; 3. A CPS-P must receive ongoing and regular supervision by an independently licensed practitioner to include: a. Supervisor's availability to provide backup, support, and/or consultation to the CPS-P as needed. b. The partnership between the Supervisor and CPS-P in collaboratively assessing fidelity to the service definition and addressing implementation successes/challenges. 4. A CPS-P cannot provide this service to his/her own youth and/or family or to an individual with whom he/she is living; and 5. A CPS-P cannot exceed a caseload of 30 families and shall be defined by the providing agency based upon the clinical and functional needs of the youth/families served.
Clinical Operations	1. CPS-Ps who deliver PPS shall be involved in proactive multi-disciplinary planning to assist the youth/family in managing and/or preventing crisis situations. 2. PPS is goal-oriented and is provided in accordance with the youth's collaborative and comprehensive IRP.
Service Accessibility	1. At the current time, this service is provided by approved CBAY program providers to youth enrolled in that program. 2. PPS may be provided at a service site, in the recipient's home, or in any community setting appropriate for providing the services as specified in the recipient's behavioral health recovery plan; via phone (although 50% must be provided face to face, telephonic contacts are limited to 50%).
Documentation Requirements	1. CPS-Ps must comply with all required documentation expectations set forth in this manual. 2. CPS-Ps must comply with any data collection expectations in support of the program's implementation and evaluation strategy.

Structured Residential Supports

Transaction Code	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate
Structured Residential	Child Program	H0043	HA				As negotiated							
Unit Value	1 day							Utilization Criteria	TBD					
Service Definition	Structured Residential Supports (formerly Rehabilitation Supports for Individuals in Residential Alternatives, Levels 1 & 2) are comprehensive rehabilitative services to aid youth in developing daily living skills, interpersonal skills, and behavior management skills; and to enable youth to learn about and manage symptoms; and aggressively improve functioning/behavior due to SED, substance abuse, and/or co-occurring disorders. This service provides support and assistance to the youth and caregivers to identify, monitor, and manage symptoms; enhance participation in group living and community activities; and, develop positive personal and interpersonal skills and behaviors to meet the youth's developmental needs as impacted by his/her behavioral health issues. Services are delivered to youth according to their specific needs. Individual and group activities and programming must consist of services to develop skills in functional areas that interfere with the ability to live in the community, participate in educational activities; develop or maintain social relationships; or participate in social, interpersonal, recreational or community activities. Rehabilitative services must be provided in a licensed residential setting with no more than 16 individuals and must include supportive counseling, psychotherapy and adjunctive therapy supervision, and recreational, problem solving, and interpersonal skills development. Residential supports must be staffed 24 hours/day, 7 days/week.													
Admission Criteria	1. Youth must have symptoms of a SED or a substance related disorder; and one or more of the following: a. Youth's symptoms/behaviors indicate a need for continuous monitoring and supervision by 24-hour staff to ensure safety; or b. Youth/family has insufficient or severely limited skills to maintain an adequate level of functioning, specifically identified deficits in daily living and social skills and/or community/family integration; or c. Youth has adaptive behaviors that significantly strain the family's or current caretaker's ability to adequately respond to the youth's needs; or													

	d. Youth has a history of unstable housing due to a behavioral health issue or a history of unstable housing which exacerbates a behavioral health condition.
Continuing Stay Criteria	Youth continues to meet Admissions Criteria.
Discharge Criteria	1. Youth/family requests discharge; or 2. Youth has acquired rehabilitative skills to independently manage his/her own housing; or 3. Transfer to another service is warranted by change in youth's condition.
Service Exclusions	Cannot be billed on the same day as Crisis Stabilization Unit.
Clinical Exclusions	1. Severity of identified youth issues precludes provision of services in this service. 2. Youth with the following conditions are excluded from admission unless there is clearly documented evidence of psychiatric condition overlaying the diagnosis: mental retardation, autism, organic mental disorder, or traumatic brain injury. 3. Youth is actively using unauthorized drugs or alcohol (which should not indicate a need for discharge, but for a review of need for more intensive services). 4. Youth can effectively and safely be supported with a lower intensity service.
Required Components	1. The organization must have an executive director or program director charged with the responsibility for day-to-day management of the organization. 2. If applicable, the organization must be licensed by the Georgia Department of Human Services/CCI or the Department of Community Health/HRF to provide residential services to youth with SED and/or substance abuse diagnosis. If the agency does not have a license/letter from either the DHS/CCI or DCH/HFR related to operations, there must be enough administrative documentation to support the non-applicability of a license. 3. The residential program must provide a structured and supported living environment 24 hours a day, 7 days a week. 4. Structured Residential Supports must provide at least 5 hours per week of structured programming and/or services.
Staffing Requirements	1. Any Level 5 and higher practitioner may provide all Residential Rehabilitation Services. 2. If applicable, facilities must comply with any staffing requirements set forth for mental health and substance abuse facilities by the Department of Community Health, Healthcare Facilities Regulation Division (see Required Components, Item 2 above). 3. An independently licensed practitioner/CACII/MAC/CADC must provide clinical supervision for Residential Support Services. This person is available for emergencies 24 hours/7 days a week. 4. The organization that provides direct residential services must have written policies and procedures for selecting and hiring residential and clinical staff in accordance with their applicable license/accreditation/certification. 5. The organization must have a mechanism for ongoing monitoring of staff licensure, certification, or professional registration such as an annual confirmation process concurrent with a performance evaluation that includes repeats of screening checks outlined above.
Clinical Operations	1. The organization must have a written description of the Structured Residential Support services it offers that includes, at a minimum, the purpose of the service; the intended population to be served; treatment modalities provided by the service; level of supervision and oversight provided; and typical treatment objectives and expected outcomes. 2. Structured Residential Supports assist youth in developing daily living skills that enable them to manage the symptoms and behaviors linked to their psychiatric or addictive disorder. Services must be delivered to individuals according to their specific needs. Individual and group activities and programming consists of services geared toward developing skills in functional areas that interfere with the youth's ability to participate in the community, retain school tenure, develop or maintain social relationships, or age-appropriately participate in social, interpersonal, or community activities. 3. Structured Residential Supports must include symptom management or supportive counseling; behavioral management; medication education, training and support; support, supervision, and problem solving skill development; development of community living skills that serve to promote age-appropriate utilization of community-based services; and/or social or recreational skill training to improve communication skills, manage symptoms, and facilitate age-appropriate interpersonal behavior.
Add'l Medicaid Requirements	This is not a Medicaid-billable service.

Documentation Requirements	1. The organization must develop and maintain sufficient written documentation to support the Structured Residential Support Services for which billing is made. This documentation, at a minimum, must confirm that the individual for whom billing is requested was a resident of the residential service on the date of service. The youth's record must also include each week's programming/service schedule in order to document the provision of the required amount of service. 2. Weekly progress notes must be entered in the youth's record to enable the monitoring of the youth's progress toward meeting treatment and rehabilitation goals and to reflect the Individualized Resiliency Plan implementation. Each note must be signed and dated and must include the professional designation of the individual making the entry. 3. Documentation must be legible and concise and include the printed name and the signature of the treating practitioner. The name, title, and credentials of the individual providing the service must reflect the staffing requirements established for the Rehabilitation Service being delivered.
Facilities Management	Applicable to traditional residential settings such as group homes, treatment facilities, etc. 1. Structured Residential Supports may only be provided in facilities that have no more than 16 beds. 2. Each residential facility must be arranged and maintained to provide adequate measures for the health, safety, access and well-being of the residents. 3. Each residential facility must comply with all relevant fire safety codes. 4. All areas of the residential facility must appear clean, safe, appropriately equipped, and furnished for the services delivered. 5. The organization must comply with the Americans with Disabilities Act. 6. The organization must maintain a written evacuation plan to be used in the case of fire or other disaster. An appropriate written certificate of compliance must be obtained indicating that all applicable fire and safety code requirements have been satisfied. Periodic fire drills must be conducted. 7. Evacuation routes must be clearly marked by exit signs. 8. The program must be responsible for providing physical facilities that are structurally sound and meet all applicable federal, state, and local regulations for adequacy of construction, safety, sanitation, and health.
Billing & Reporting Requirements	Span billing may occur for this service, meaning the start and end date are not the same on a given service claim line); however, spans cannot cross months (e.g. start date and end date must be within the same month).

Substance Abuse Intensive Outpatient Program: (SA Adolescent Day Treatment)

Transaction Code	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate
See Additional Medicaid Requirements below.														
Unit Value	See Authorization/Type of Care Detail							Utilization Criteria	TBD					

Service Definition	A time limited multi-faceted approach treatment and recovery service for adolescents who require structure and support to promote resiliency and achieve and sustain recovery from substance related disorders. These specialized services are available after school and/or weekends and include: 1. Behavioral Health Assessment 2. Nursing Assessment 3. Psychiatric Treatment 4. Diagnostic Assessment 5. Community Support 6. Individual Counseling 7. Group Counseling (including psycho-educational groups focusing, relapse prevention and recovery) 8. Family Counseling/Psycho-Educational Groups for Family Members 9. Community Transition Planning These services are to be available at least 5 days per week to allow youth's access to support and treatment within his/her community, school, and family. These services are to be age appropriate and providers are to use best/evidenced based practices for service delivery to adolescents. Intense coordination with schools

	and other child serving agencies is mandatory. This service promotes resiliency and recovery from substance abuse disorders incorporating the basic tenets of clinical practice. These services should follow Adolescent ASAM Level Guidelines. The maximum number of units that can be billed differs depending on the individual service. Please refer to the table below or in the Mental Health and Addictive Disease Orientation to Authorization Packages Section of this manual. An individual may have variable length of stay. The level of care should be determined as a result of individuals' multiple assessments. It is recommended that individuals attend at a frequency appropriate to their level of need. Ongoing clinical assessment should be conducted to determine step down in level of care.
Admission Criteria	1. A DSM diagnosis of Substance Abuse or Dependence or substance- related disorder with a co-occurring DSM diagnosis of mental illness and 2. Individual meets the age criteria for adolescent treatment; and 3. Youth's biomedical conditions are stable or are being concurrently addressed (if applicable) and one or more of the following: a. Youth is currently unable to maintain behavioral stability for more than a 72 hour period, as evidenced by distractibility, negative emotions, or generalized anxiety; or b. Youth has a diagnosed emotional/behavioral disorder that requires monitoring and/or management due to a history indicating a high potential for distracting the individual from recovery/treatment; or c. There is a likelihood of drinking or drug use without close monitoring and structured support; or d. The substance use is incapacitating, destabilizing or causing the individual anguish or distress and the individual demonstrates a pattern of alcohol and/or drug use that has resulted in a significant impairment of interpersonal, occupational and/or educational. See also Adolescent ASAM Level 2 continued service criteria
Continuing Stay Criteria	1. Youth continues to meet admission criteria 1, 2, and/or 3 or 2. Youth is responding to treatment as evidenced by progress towards recovery goals, but has not yet met the full expectation of the objectives; or 3. Youth begins to recognize and understand his/her responsibility for addressing his/her illness, but still requires services and strategies to sustain personal responsibility and progress in treatment; or 4. Youth recognizes and understands relapse triggers, but has not developed sufficient coping skills to interrupt or postpone gratification or to change related inadequate impulse control behaviors; or 5. Youth's substance seeking behaviors, while diminishing, have not been reduced sufficiently to support function outside of a structure treatment environment.
Discharge Criteria	An adequate continuing care or discharge plan is established and linkages are in place; and one or more of the following: 1. Goals of the IRP have been substantially met; or 2. Youth's problems have diminished in such a way that they can be managed through less intensive services; or 3. Youth recognizes the severity of his/her drug/alcohol usage and is beginning to apply the skills necessary to maintain recovery by accessing appropriate community supports; or 4. Clinical staff determines that youth no longer needs ASAM Level 2 and is now eligible for aftercare and/or transitional services. Transfer to a higher level of service is warranted by change in the: 1. Youth's condition or nonparticipation; or 2. The youth refuses to submit to random drug screens; or 3. Youth's exhibits symptoms of acute intoxication and/or withdrawal; or 4. The youth requires services not available at this level; or 5. Youth has consistently failed to achieve essential treatment objectives despite revisions to the IRP and advice concerning the consequences of continues alcohol/drug use to such an extent that no further process is likely to occur. See also Adolescent ASAM Level 2 discharge criteria.
Clinical Exclusions	1. Youth manifests overt physiological withdrawal symptoms.

	2. Youth with any of the following unless there is clearly documented evidence of an acute psychiatric/addiction episode overlaying diagnosis: Autism, Developmental Disabilities, Organic mental disorder, Traumatic Brain Injury.
Required Components Required Components, continued	1. This service must be licensed by DCH/HFR under the Rules and Regulations for Drug Abuse Treatment Programs, 290-4-2. 2. The program provides structured treatment or therapeutic services, utilizing activity schedules as part of its operational method, i.e., plans or schedules of days or times of day for certain activities. The program should also utilize group and/or individual counseling and/or therapy. 3. Best/evidence based practice must be utilized. Some examples are motivational interviewing, behavioral family therapy, functional family therapy, brief strategic family therapy, cognitive behavioral therapy, seven challenges, teen MATRIX and ACRA. 4. The program utilizes methods, materials, settings, and outside resources appropriate to the developmental and cognitive levels, capabilities, age, and gender of participants. 5. The program utilizes methods, materials, approaches, activities, settings, and outside resources appropriate for and targeted to individuals with co-occurring disorders of mental illness and substance abuse and targeted to individuals with co-occurring and substance abuse when such individuals are referred to the program. 6. The program conducts random drug screening and uses the results of these tests for marking individuals' progress toward goals and for service planning. 7. The program is provided over a period of several weeks or months and often follows withdrawal management or residential services and should be evident in individual youth records. 8. Intense coordination with schools and other child serving agencies is mandatory. 9. This service must operate at an established site approved to bill Medicaid for services. However, limited individual or group activities may take place off-site in natural community settings as is appropriate to each individual's IRP. a. Narcotics Anonymous (NA) and/or Alcoholics Anonymous (AA) meetings offsite may be considered part of these limited individual or group activities for billing purposes only when time limited and only when the purpose of the activity is introduction of the participating individual to available NA and/or AA services, groups or sponsors. NA and AA meetings occurring during the SA C&A Intensive Outpatient Program may not be counted toward the billable hours for any individual outpatient services, nor may billing for these meetings be counted beyond the basic introduction of an individual to the NA/AA experience. 10. This service may operate in the same building as other services; however, there must be a distinct separation between services in staffing, program description, and physical space during the hours the SA Intensive Outpatient Services is in operation. 11. Adequate space, equipment, furnishings, supplies, and other resources must be provided in order to effectively provide services and so that the program environment is clean and in good repair. Space, equipment, furnishings, supplies, transportation, and other resources for participating individuals' use within the Substance Abuse C&A Intensive Outpatient program must not be substantially different from that provided for other uses for similar numbers of individuals.
Staffing Requirements	1. The program must be under the clinical supervision of a Level 4 or above who is onsite a minimum of 50% of the hours the service is in operation. 2. Services must be provided by staff who are at least: a. An APC, LMSW, CACII, CADC, CCADC, and Addiction Counselor Trainee with supervision. b. Paraprofessionals, RADTs under the supervision of a Level 4 or above. 3. It is necessary for staff who treat "co-occurring capable" services to have basic knowledge in best practices serving co-occurring individuals. 4. Programs must have documentation that there is one Level 4 staff (excluding Addiction Counselor Trainee) that is "co-occurring capable." This person's knowledge must go beyond basic understanding and must demonstrate actual staff capabilities in using that knowledge for individuals with co-occurring disorders. Personnel documentation should demonstrate that this staff person has received a minimum of 4 hours of training in co-occurring treatment within the past 2 years. 5. There must be at least a Level 4 on-site at all times the service is in operation, regardless of the number of individuals participating. 6. The maximum face-to-face ratio cannot be more than 10 youths to 1 direct program staff based on average daily attendance of individuals in the program.

	7. A physician and/or a Registered Nurse or a Licensed Practical Nurse with appropriate supervision must be available to the program either by a physician and/or nurse employed by the agency, through a contract with a licensed practitioner, or by written referral or affiliation agreement with another agency or agencies that offer such services. a. The physician is responsible for addiction/psychiatric consultation/assessment/care (including but not limited to ordering medications and/or laboratory testing) as needed. b. The nurse is responsible for nursing assessments, health screening, medication administration, health education, and other nursing duties as needed. 8. Staff identified in Item 2. above may be shared with other programs as long as they are available as required for supervision and clinical operations and as long as their time is appropriately allocated to staffing ratios for each program.
Clinical Operations	1. It is expected that the transition planning for less intensive service will begin at the onset of these services. Documentation must demonstrate this planning. 2. Each individual must be assisted in the development/acquisition of skills and resources necessary to achieve sobriety and/or reduction in abuse/maintenance of recovery. 3. The Substance Abuse C&A Intensive Outpatient Program must offer a range of skill-building and recovery activities within the program. The functions/activities of the Substance Abuse C&A Intensive Outpatient Program include but are not limited to: a. Group Outpatient Services: i. Age appropriate psycho-educational activities focusing on the disease of addiction, prevention, and recovery. ii. Therapeutic group treatment and counseling. iii. Linkage to natural supports and self-help opportunities. b. Individual Outpatient Services: i. Individual counseling. ii. Individualized treatment, service, and recovery planning. c. Family Outpatient Services: i. Family education and engagement focusing on adolescent developmental issues and impact of addiction on the family. ii. Interpersonal skills building including family communication and developing relationships with healthy individuals. d. Community Support: e. Educational/Vocational readiness and support. i. Services/resources coordination unless provided through another service provider. ii. Community living skills. iii. Linkage to health care. f. Structured Activity Supports: i. Leisure and social skill-building activities without the use of substances. g. Behavioral Health Assessment & Service Plan Development and Diagnostic Assessment: i. Assessment and reassessment. h. Pharmacy/Labs (Tier I providers may report cost via "Pharmacy/Lab"): i. Drug screening/toxicology examinations. 4. In addition to the above required activities within the program, the following must be offered as needed either within the program or through referral to/or affiliation with another agency or practitioner, and may be billed in addition to the billing for Substance Abuse C&A Intensive Outpatient Program: a. Community Support –for housing, legal and other issues. b. Individual counseling in exceptional circumstances for traumatic stress and other mental illnesses for which special skills or licenses are required. c. Physician assessment and care. d. Psychological testing. e. Health screening (Nursing Assessment & Care).

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5. Services are to be age appropriate and include an educational component, relapse prevention/refusal skills, healthy coping mechanisms and sober social activities.
6. The program must have a Substance Abuse C&A Intensive Outpatient Services Organizational Plan addressing the following:
a. The philosophical model of the program and the expected outcomes for program participants (i.e., harm reduction, abstinence, beginning of or maintaining individually defined recovery, employment readiness, relapse prevention, stabilization and treatment of those with co-occurring disorders).
b. The schedule of activities and hours of operations.
c. Staffing patterns for the program.
d. How assessments will be conducted.
e. How staff will be trained in the administration of addiction services and technologies.
f. How staff will be trained in the recognition and treatment of substance abuse in an adolescent population.
g. How services for individuals with co-occurring disorders will be flexible and will include services and activities addressing both mental health and substance abuse issues of varying intensities and dosages based on the symptoms, presenting problems, functioning, and capabilities of such individuals.
h. How individuals with co-occurring disorders who cannot be served in the regular program activities will be provided and/or referred for time-limited special integrated services that are co-occurring enhanced as described in the Georgia Suggested Best Practices.
i. How services will be coordinated with the substance abuse array of services including assuring or arranging for appropriate referrals and transitions.
j. How the requirements in these service guidelines will be met.
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<tr><td>Service Access</td><td>This program is to be available at least 5 days per week to allow youth's access to support and treatment within his/her community, school, and family.</td></tr>
<tr><td>Additional Medicaid Requirements</td><td>
The Substance Abuse C&A Intensive Outpatient Program allows providers to select all services that will be offered in a substance abuse outpatient setting. Billable services and daily limits within SA C&A Intensive Outpatient are as follows:
<table>
<tr><th>Service</th><th>Maximum Authorization Units</th><th>Maximum Daily Units</th></tr>
<tr><td>Behavioral Health Assessment & Service Plan Development</td><td>32</td><td>24</td></tr>
<tr><td>Diagnostic Assessment</td><td>4</td><td>2</td></tr>
<tr><td>Psychiatric Treatment</td><td>12</td><td>1</td></tr>
<tr><td>Nursing Assessment & Care</td><td>48</td><td>16</td></tr>
<tr><td>Community Support</td><td>200</td><td>96</td></tr>
<tr><td>Individual Outpatient Services</td><td>36</td><td>1</td></tr>
<tr><td>Group Outpatient Services</td><td>1170</td><td>20</td></tr>
<tr><td>Family Outpatient Services</td><td>100</td><td>8</td></tr>
<tr><td>Community Transition Planning (see Billing & Reporting Requirements below)</td><td>50</td><td>12</td></tr>
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<tr><td>Documentation Requirements</td><td>
1. Every admission and assessment must be documented.
2. Progress notes must include written daily documentation of important occurrences; level of functioning; acquisition of skills necessary for recovery; progress on goals identified in the IRP including acknowledgement of addiction, progress toward recovery and use/abuse reduction and/or abstinence; use of drug screening results by staff; and evaluation of service effectiveness.
3. Daily attendance of each youth participating in the program must be documented showing the number of units in attendance for billing purposes.
</td></tr>
<tr><td>Billing and Reporting Requirements</td><td>For the Community Transition Planning service, the ASO system is not capturing encounters at this time, but the service can be delivered and documented in the individual's record.</td></tr>
</table>

Youth Peer Support-Individual														
Transaction Code	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod4	Rate
Peer Supports														
Unit Value	15 minutes							Maximum Daily Units						
Service Definition	Youth Peer Support-Individual (YPS-I) is a strength-based rehabilitative service provided to youth who are living with a mental health, substance use and/or co-occurring health condition. The one-to-one service rendered by a CPS-Y (Certified Peer Support – Youth) practitioner models recovery by using lived experience as a tool for the service intervention within the scope of their knowledge, skills and education. This service intervention is expected to increase the targeted youth's' capacity to function and thrive within their home, school, and communities of choice. The service exists within a full family-guided, youth-driven system of care framework and enables response to the needs of the youth across several life domains, incorporating formal and informal supports, and developing realistic intervention strategies that complement the youth's natural resources and environment. The services are geared toward promoting self-empowerment of the youth, enhancing community living skills, and developing/enhancing natural supports. The following are among the wide-range of specific interventions and supports which are expected and allowed in the provision of this service: • Promoting a service culture of respect, wellness, dignity, and strength, by changing the labels which have emerged in the system and seeing young persons as individuals who can achieve full, rich lives on their own terms; • Facilitating the process for the youth in his/her exploration of strengths and supports of wellness/resiliency/recovery and ultimately supporting the youth/family voice and choice in such activities as self-advocating for needs/preferences, assuming the lead roles in multi-disciplinary team meetings, holding accountability for his/her own health/wellness/recovery, etc.; • Drawing upon their own experience, helping the family/youth find and maintain hope as a tool for progress towards recovery; • Assisting the youth in identifying the tools of wellness/resiliency/recovery available in everyday life; • Creating the opportunities and dialogues to explore behavioral health, what wellness is for the specific youth and his/her family, so that the individual can define and articulate wellness and create plans which strengthen their recovery and resilience; • Listening to the youth and family's needs and concerns from a peer perspective, and offering suggestions and alternatives for youth engagement in planning and self-direction process; • Assisting the youth and family with the acquisition of the skills and knowledge necessary to sustain an awareness of their youth's needs as well as his/her strengths and the development and enhancement of the family's unique problem-solving skills, coping mechanisms, and strategies for the youth's illness/symptom/behavior management; and relapse prevention; • Building the youth and family skills, knowledge, and tools related to the identified condition/related symptoms/triggers so that the family/youth can assume the role of self-monitoring and self-management; • Through positive collaboration and relationships, promoting access and quality services for the youth/family by assisting with accessing strength-based behavioral health/health services, social services, educational services and other supports and resources required to assist the family unit to attain its vision/goals/objectives including: i. Creating early access to the messages of recovery and wellness; ii. Helping the family identify natural supports that exist for the youth;													

iii. Working with youth/young adults to access supports which maintain youth in the least restrictive setting possible;
iv. Working with the youth/young adult to ensure that they have choices in life aspects, sustained access to an ownership of their IRP and resources developed;
v. Working with youth/young adult to provide adequate information to make healthier choices about their use of alcohol and/or other drugs;
vi. Working with the provider community and other practitioners, the CPS-Y promotes the youth to self-advocate to:
    - Develop responsive and flexible resources that facilitate community-based interventions;
    - Create a person-centered, recovery-oriented system of care plan that correspond with the needs of the youth/family;
    - Acknowledge the importance of Self Care, addressing the need to maintain whole health and wellness. This should include support in building "recovery capital" (formal and informal community supports);
vii. Assisting with identifying community and individual supports (including friends, relatives, schools, religious affiliations, etc.) that can be used by the youth to achieve his/her goals and objectives;
viii. Assisting the youth and family participants as needed in coordinating with other youth-serving systems (or at a certain age, collaboration and engagement with adult-serving systems) to achieve the family/youth goals;

- Provide resources and educational materials to help assist youth with understanding services, options, and treatment expectations, as well assistance with developing wellness tools and coping skills, including:
    i. Understanding various system processes, how these relate to the youth's recovery process, and their valued role (e.g. crisis planning, IRP process);
    ii. Understanding what a behavioral health diagnosis means and what a journey to recovery may look like;
    iii. The role of services/prescribed medication in diminishing/managing the symptoms of that condition and increasing resilience and functioning in living with that condition;
- Facilitating and creating advocacy, balance, and cohesion on the IRP support team between the youth/family served, professionals (including CPS-Ps who may be supporting the family), and other supporting partners.

Interventions are approached from a perspective of lived experience and mutuality, building the youth's and family's recovery, empowerment, and self-efficacy. Interventions are based upon respect and honest dialogue. The unique mutuality of the service allows the sharing of personal experience including modeling individual/family recovery, respect, and support that is respectful of the individualized journey of an youth's/family's recovery. Equalized partnership must be established to promote shared decision making while remaining youth-driven, family-centered. All aspects of the intervention acknowledge and honor the cultural uniqueness of each youth and family and the many pathways to recovery.

One of the primary functions of the Youth Peer Support service is to promote youth and family recovery. While the identified youth is the target for services, recovery is approached as a family journey towards self-management and developing the concept of wellness and functioning while actively managing a substance use and/or chronic mental health condition, which enable the youth to be supported in wellness within his/her family unit. Youth are supported by the CPS-Y in learning to live life beyond the identified behavioral health condition, focusing on identifying and enhancing the strengths of the youth and the family unit. As a part of this service intervention, a CPS-Y will articulate points in their own recovery stories that are relevant to overcoming obstacles faced by the youth-recipient of behavioral health services and promote personal responsibility for recovery as the youth/family define recovery.

The CPS-Y focuses on building respectful partnerships with families, identifying the needs of the youth and helping the youth recognize self-efficacy while strengthening good communication within the families and good partnerships with communities and system stakeholders in achieving the desired outcomes. This

Youth Peer Support-Individual	
	service provides the training and support necessary to promote engagement and active participation of the youth in the supports/treatment/recovery planning process for the youth and assistance with the ongoing implementation and reinforcement of skills learned throughout the treatment/support process. YPS-I provides interventions which promote supportive relationships between a youth and a CPS-Y that promotes respect, trust, and warmth and empowers the youth to make choices and decisions to enhance their recovery.
Admission Criteria	YPS-I is targeted to a youth who meets the following criteria: a. Youth (through age 21); and b. Individual has a substance related issue and/or mental illness; and two or more of the following: i. Individual and his/her family needs peer-based recovery support for the acquisition of skills needed to engage in and maintain youth/family recovery; or ii. Individual and his/her family need assistance to develop self-advocacy skills to achieve self-management of the youth's behavioral health status; or iii. Individual and his/her family need assistance and support to prepare for a successful youth work/school experience; or iv. Individual and his/her family need peer modeling to increase responsibilities for youth/family recovery.
Continuing Stay Criteria	1. Individual continues to meet admission criteria; and 2. Progress notes document youth progress relative to goals which the youth/family identified in the Individualized Recovery Plan, but treatment/recovery goals have not yet been achieved.
Discharge	An adequate continuing recovery plan has been established; and one or more of the following: a. Goals of the Individualized Recovery Plan have been substantially met; or b. Individual served/family requests discharge; or
Service Exclusions	TBD
Clinical Exclusions	Individuals with the following conditions are excluded from admission unless there is clearly documented evidence of a behavioral health condition overlaying the diagnosis: developmental disability, autism, organic mental disorder, or traumatic brain injury.
Required Components	1. Youth choice and voice are paramount to this recovery-oriented service, but are considered in the context of the youth's age, developmental stage, emerging empowerment, and family dynamics. Younger children will be supported in their articulation of needs/preferences, symptoms, feelings, status, etc. while understanding the guardian's ultimate role in some specific decision-making. 2. CPS-Ys are integral partners as the youth is considering transitions between levels of service, transitions between youth and adult services, and/or is considering a transition out of service. The CPS-Y is not the sole supporter of this work, but is a leading partner to supporting the youth's recovery transition.
Staffing Requirements	1. In delivering this service, the CPS-Y role is not interchangeable with traditional staff that works from the perspective of their training and status as licensed/certified behavioral health care providers. The CPSs have unique roles working from the perspective of "having been there." Through their lived experience with mental health or substance use, they lend unique insight into behavioral health and what makes resilience and recovery possible for an individual experiencing one of these chronic conditions. 2. CPSs have an equivalent voice with other professional practitioners and should serve as valued members of any internal or internal/external IRP support teams. 3. Supervision shall extend beyond performance oversight. For CPS-Ys, it is expected that supervision considers conducive, youth-centric environments, recovery-oriented culture, employee development, supportive relationships, etc. 4. Supervisors must attend at least one DBHDD-required Peer Support supervisor training/year.
Clinical Operations	1. The youth is the primary recipient of the Youth Peer Support; however, there is an expectation that the CPS-Y is working as an integral member of the supporting team, specifically supporting the youth in articulating his/her own recovery goals and objectives, working closely with the CPS-P who is identified as a supporter to the youth's family, etc.

Youth Peer Support-Individual	
Service Accessibility	1. This service is provided by approved CBAY program providers, Clubhouses, and Light-ETP programs to youth enrolled in those programs. 2. YPS may be provided at a service site, in the recipient's home, or in any community setting appropriate for providing the services as specified in the recipient's behavioral health recovery plan; via phone (although 50% must be provided face to face, telephonic contacts are limited to 50%).
Documentation Requirements	1. CPS-Ys must comply with all required documentation expectations set forth in this manual. 2. CPS-Ys must comply with any data collection expectations in support of the program's implementation and evaluation strategy.
Billing & Reporting Requirements	TBD
Additional Medicaid Requirements	TBD

ADULT NON-INTENSIVE OUTPATIENT SERVICES

Addictive Diseases Support Services														
Transaction Code	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate
Addictive Diseases Support Services	Practitioner Level 4, In-Clinic	H2015	HF	U4	U6		$20.30	Practitioner Level 4, Out-of-Clinic	H2015	HF	U4	U7		$24.36
	Practitioner Level 5, In-Clinic	H2015	HF	U5	U6		$15.13	Practitioner Level 5, Out-of-Clinic	H2015	HF	U5	U7		$18.15
	Practitioner Level 4, In-Clinic	H2015	HF	UK	U4	U6	$20.30	Practitioner Level 4, Out-of-Clinic	H2015	HF	UK	U4	U7	$24.36
	Practitioner Level 5, In-Clinic	H2015	HF	UK	U5	U6	$15.13	Practitioner Level 5, Out-of-Clinic	H2015	HF	UK	U5	U7	$18.15
Unit Value	15 minutes							Utilization Criteria	TBD					
Service Definition	Specific to adults with addictive disease issues, Addictive Diseases Support Services (ADSS) consist of substance abuse recovery services and supports which build on the strengths and resilience of the individual and are necessary to assist the person in achieving recovery and wellness goals as identified in the Individualized Recovery Plan. The service activities include: 1. Assistance to the person and other identified recovery partners in the facilitation and coordination of the Individual Recovery Plan (IRP) including the use of motivational interviewing and other skills support to promote the person's self-articulation of personal goals and objectives; 2. Relapse Prevention Planning to assist the person in managing and/or preventing crisis and relapse situations with the understanding that when individuals do experience relapse, this support service can help minimize the negative effects through timely re-engagement/intervention and, where appropriate, timely connection to other treatment supports; 3. Individualized interventions through all phases of recovery (pre-recovery preparation, initiation of recovery, continuing recovery, and relapse) which shall have as objectives: a. Identification, with the person, of strengths which may aid him/her in achieving and maintaining recovery from addiction issues, as well as barriers that impede the development of skills necessary for functioning in work, with peers, and with family/friends; b. Support to facilitate enhanced natural supports (including comprehensive support/assistance in connecting to a recovery community); c. Assistance in the development of interpersonal, community coping and functional skills (which may include adaptation to home, adaptation to work, adaptation to healthy social environments, learning/practicing skills such as personal financial management, medication self-monitoring, symptom self-monitoring, etc.); d. Assistance in the skills training for the person to self-recognize emotional triggers and to self-manage behaviors related to the addiction issues; e. Assistance with personal development, work performance, and functioning in social and family environments through teaching skills/strategies to reduce the effects of addiction symptoms; f. Assistance in enhancing social and coping skills that reduce life stresses resulting from the person's addiction; g. Facilitating removal of barriers and swift entry to necessary supports and resources. Supports/Resources may include but are not limited to medical services, employment, education, etc.; and h. ADSS focuses on building and maintaining a therapeutic relationship with the individual and monitoring, coordinating, and facilitating treatment and recovery goals.													
Admission Criteria	1. Individuals with one of the following: Substance-Related Disorder, Co-Occurring Substance-Related Disorder and MH Diagnosis, or Co-Occurring Substance-Related Disorder and DD and													

	2. Individual may need assistance and access to service(s) targeted to reduce and/or stop the use of any mood altering substances; or 3. Individual may need assistance with developing, maintaining, or enhancing social supports or other community coping skills; or 4. Individual may need assistance with daily living skills including coordination to gain access to necessary rehabilitative and medical services.
Continuing Stay Criteria	1. Individual continues to meet admission criteria; and 2. Individual demonstrates documented progress or maintenance of community skills relative to goals identified in the Individualized Recovery Plan.
Discharge Criteria	1. An adequate continuing care plan has been established; and one or more of the following: a. Goals of the Individualized Recovery Plan have been substantially met; or b. Individual requests discharge and the individual is not in imminent danger of harm to self or others; or c. Transfer to another service/level of care is warranted by change in individual's condition; or d. Individual requires more intensive services.
Clinical Exclusions	1. The individual's current status precludes his/her ability to understand the information presented and participate in the recovery planning and support/treatment process; 2. Individuals with the following conditions are excluded from admission unless there is clearly documented evidence of a co-occurring Substance Use Disorder: Developmental Disability, Autism, Organic Mental Disorder, Traumatic Brain Injury.
Service Exclusions	1. ACT and ADSS may be provided concurrently during transition between these services for support and continuity of care for a maximum of four units of ADSS per month. If services are provided concurrently, ADSS should not be duplication of ACT services. This service must be adequately justified in the Individualized Resiliency Plan. 2. CM/ICM and ADSS may be authorized/provided at the same time to individuals with co-occurring mental health/addiction issues, but there is an expectation that one of these services serves as the primary coordination resource for the person. If these services co-occur, there must be documentation of coordination of supports in a way that no duplication occurs.
Required Components	1. The agency providing this service must be a Tier 1 or Tier 2 provider, an Intensive Outpatient Program (IOP) specialty provider, or a WTRS provider. Contact must be made with the individual receiving ADSS services a minimum of twice each month. At least one of these contacts must be face-to-face and the second may be either face-to-face or telephone contact depending on the individual's support needs and documented preferences. 2. At least 50% of ADSS service units must be delivered face-to-face with the identified individual receiving the service. In the absence of the required monthly face-to-face contact and if at least two unsuccessful attempts to make face-to-face contact have been tried and documented, the provider may bill for a maximum of two telephone contacts in that specified month.
Staffing Requirements	ADSS practitioners have a recommended individual-to-staff caseload ratio of 30 individuals per staff member but must not exceed a maximum caseload ratio of 50 individuals per staff member.
Clinical Operations	1. ADSS may include (with the written permission of the Adult individual) coordination with family and significant others and with other systems/supports (e.g., work, religious entities, corrections, aging agencies, etc.) when appropriate for treatment and recovery needs. 2. Any necessary monitoring and follow-up to determine if the services and resources accessed have adequately met the person's needs in achieving and sustaining recovery are allowable. Coordination is an essential component of ADSS when directly related to the support and enhancement of the person's recovery. 3. The organization must have an ADSS Organizational Plan that addresses the following; a. Description of the particular rehabilitation, recovery and natural support development models utilized, types of intervention practiced, and typical daily schedule for staff. b. Description of the staffing pattern and how staff are deployed to assure that the required staff-to-individual ratios are maintained, including how unplanned staff absences, illnesses, or emergencies are accommodated, case mix, access, etc. c. Description of the hours of operations as related to access and availability to the individuals served; and d. Description of how the plan for services is modified or adjusted to meet the needs specified in every Individualized Recovery Plan. 4. Utilization (frequency and intensity) of ADSS should be directly related to the ANSA and to other functional elements in the assessment. In addition, when clinical/functional needs are great, there should be complementary therapeutic services by licensed/credentialed professionals paired with the provision of ADSS (individual, group, family, etc.).

Reporting and Billing Requirements	1. Unsuccessful attempts to make contact with the individual are not billable. 2. When a billable collateral contact is provided, that is documented as a part of the progress note. A collateral contact is classified as any contact that is not face-to-face with the individual.

Behavioral Health Assessment

Transaction Code	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate
Mental Health Assessment by a non-Physician	Practitioner Level 2, In-Clinic	H0031	U2	U6			$38.97	Practitioner Level 2, Out-of-Clinic	H0031	U2	U7			$46.76
	Practitioner Level 3, In-Clinic	H0031	U3	U6			$30.01	Practitioner Level 3, Out-of-Clinic	H0031	U3	U7			$36.68
	Practitioner Level 4, In-Clinic	H0031	U4	U6			$20.30	Practitioner Level 4, Out-of-Clinic	H0031	U4	U7			$24.36
	Practitioner Level 5, In-Clinic	H0031	U5	U6			$15.13	Practitioner Level 5, Out-of-Clinic	H0031	U5	U7			$18.15
Unit Value	15 minutes							Utilization Criteria	TBD					
Service Definition	The Behavioral Health Assessment process consists of a face-to-face comprehensive clinical assessment with the individual, which must include the individual's perspective as a full partner, and may also include individual-identified family and/or significant others as well as collateral agencies, treatment providers (including Certified Peer Specialists who have been working with individuals on goal discovery), and other relevant individuals. The purpose of the assessment process is to gather all information needed to determine the individual's problems, strengths, needs, abilities, resources, and preferences, to develop a social (extent of natural supports and community integration) and medical history, to determine functional level and degree of ability versus disability, and to engage with collateral contacts for other assessment information. A suicide risk assessment shall also be completed. The information gathered should support the determination of a differential diagnosis and assist in screening for/ruling-out potential co-occurring disorders. As indicated, information from medical, nursing, peer, vocational, nutritional, etc. staff should serve as content basis for the comprehensive assessment and the resulting IRP.													
Admission Criteria	1. Individual has a known or suspected mental illness or substance-related disorder; and 2. Initial screening/intake information indicates a need for further assessment; and 3. It is expected that individual meets DBHDD service eligibility.													
Continuing Stay Criteria	Individual's situation/functioning has changed in such a way that previous assessments are outdated.													
Discharge Criteria	1. An adequate continuing care plan has been established; and one or more of the following: 2. Individual has withdrawn or been discharged from service.													
Service Exclusions	Assertive Community Treatment													
Required Components	1. Any diagnosis given to an individual must come from persons identified in O.C.G.A Practice Acts as qualified to provide a diagnosis. 2. As indicated, medical, nursing, peer, school, nutritional, etc. staff can provide information from records, and various multi-disciplinary resources to complete the comprehensive nature of the assessment and time spent gathering this information may be billed as long as the detailed documentation justifies the time and need for capturing said information. 3. An initial Behavioral Health Assessment is required within the first 30 days of service with ongoing assessments completed as demanded by changes with an individual.													
Billing & Reporting Requirements	A provider may submit an authorization request and subsequent claim for BHA for an individual who may have been erroneously referred for assessment and, upon the results of that assessment, it is determined that the person does not meet eligibility as defined in this manual.													

Case Management

HIPAA Transaction Code	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate
Case Management	Practitioner Level 4, In-Clinic	T1016	U4	U6			$20.30	Practitioner Level 4, In-Clinic, Collateral Contact	T1016	UK	U4	U6		$20.30
	Practitioner Level 5, In-Clinic	T1016	U5	U6			$15.13	Practitioner Level 5,In-Clinic, Collateral Contact	T1016	UK	U5	U6		$15.13
	Practitioner Level 4, Out-of-Clinic	T1016	U4	U7			$24.36	Practitioner Level 4, Out-of-Clinic, Collateral Contact	T1016	UK	U4	U7		$24.36
	Practitioner Level 5, Out-of-Clinic	T1016	U5	U7			$18.15	Practitioner Level 5, Out-of-Clinic, Collateral Contact	T1016	UK	U5	U7		$18.15
Unit Value	15 minutes							Utilization Criteria	24 units					

Service Definition

Case Management services consist of providing environmental support and care coordination considered essential to assist the individual with improving his/her functioning, gaining access to necessary services, and creating an environment that promotes recovery as identified in his/her Individual Recovery Plan (IRP). The focus of interventions include assisting the individual with: 1) developing natural supports to promote community integration; 2) identifying service needs; 3) referring and linking to services and resources identified through the service planning process; 4) coordinating services identified on the IRP to maximize service integration and minimize service gaps; and 5) ensuring continued adequacy of the IRP to meet his/her ongoing and changing needs.

The performance outcome expectations for individuals receiving this service include decreased hospitalizations, decreased incarcerations, decreased episodes of homelessness, increased housing stability, increased participation in employment or job related activities, increased community engagement, and recovery maintenance.

Case Management Services shall consist of four (4) major components that cover multiple domains that impact one's overall wellness including medical, behavioral, wellness, social, educational, vocational, co-occurring, housing, financial, and other service needs of the individual:

<u>Engagement & Needs Identification</u>
The case manager engages the individual in a recovery-based partnership that promotes personal responsibility and provides support, hope, and encouragement. The case manager assists the individual with developing a community-based support network to facilitate community integration and maintain housing stability. Through engagement, the case manager partners with the individual to identify and prioritize housing, service and resource needs to be included in the IRP.

<u>Care Coordination</u>
The case manager coordinates care activities and assists the individual as he/she moves between and among services and supports. Care coordination requires information sharing among the individual, his/her Tier 1 or Tier 2 provider, specialty provider(s), residential provider, primary care physician, and other identified supports in order to: 1) ensure that the individual receives a full range of integrated services necessary to support a life in recovery that includes health, home, purpose, and community; 2) ensure that the individual has an adequate and current crisis plan; 3) reduce barriers to accessing services and resources; 4) minimize disruption, fragmentation, and gaps in service; and 5) ensure all parties work collaboratively for the common benefit of the individual.

<u>Referral & Linkage</u>
The case manager assists the individual with referral and linkage to services and resources identified on the IRP including housing, social supports, family/natural supports, entitlements (SSI/SSDI, Food Stamps, VA), income, transportation, etc. Referral and linkage activities may include assisting the individual to: 1) locate available resources; 2) make and keep appointments; 3) complete the application process; and 4) make transportation arrangements when needed.

	Monitoring and Follow-Up The case manager visits the individual in the community to jointly review progress made toward achievement of IRP goals and to seek input regarding his/her level of satisfaction with treatment and any recommendations for change. The case manager monitors and follows-up with the individual in order to: 1) determine if services are provided in accordance with the IRP; 2) determine if services are adequately and effectively addressing the individual's needs; 3) determine the need for additional or alternative services related to the individual's changing needs or circumstances; and 4) notify the treatment team when monitoring indicates the need for IRP reassessment and update.
Admission Criteria	1. Individual must meet DBHDD eligibility criteria; AND 2. Individual has functional impairments that interfere with maintaining their recovery and needs assistance with one (1) or more of the following areas: a. Navigate and self-manage necessary services; b. Maintain personal hygiene; c. Meet nutritional needs; d. Care for personal business affairs; e. Obtain or maintain medical, legal, and housing services; f. Recognize and avoid common dangers or hazards to self and possessions; g. Perform daily living tasks; h. Obtain or maintain employment at a self-sustaining level or consistently perform homemaker roles (e.g., household meal preparation, washing clothes, budgeting, or childcare tasks and responsibilities); i. Maintain a safe living situation: AND 3. Individual is engaged in their Recovery Plan but demonstrates difficulty implementing the plan which has led to the exacerbation of problematic symptoms. Individual needs assistance with one (1) or more of the following areas in order to successfully implement their Recovery Plan and maintain their recovery: a. Taking prescribed medications; or b. Following a crisis plan; or c. Maintaining community integration; or d. Keeping appointments with needed services.
Admission criteria for Individuals served by STATE FUNDED ADA DESIGNATED PROVIDERS OF CASE MANAGEMENT	1. Individual must meet DBHDD eligibility criteria; AND 2. Individual has a mental health diagnosis or co-occurring mental health and substance-related disorder and one or more of the following: a. Admission to a psychiatric inpatient setting or crisis stabilization unit (i.e. within past 2 years); b. Released from jail or prison (i.e. within past 2 years); c. Demonstrates difficulty maintaining stable housing evidenced by two or more episodes of homelessness (i.e. within past 2 years); d. Frequent use of emergency rooms for reasons related to their mental illness evidenced by 3 or more visits (i.e. within past 2 years); e. Transitioning or recently discharged from Assertive Community Treatment (ACT), Community Support Team (CST), or Intensive Case Management (ICM) services; OR 3. Individual has functional impairments that interfere with maintaining their recovery and needs assistance with one (1) or more of the following areas: a. Navigate and self-manage necessary services; b. Maintain personal hygiene; c. Meet nutritional needs; d. Care for personal business affairs;

	e. Obtain or maintain medical, legal, and housing services; f. Recognize and avoid common dangers or hazards to self and possessions; g. Perform daily living tasks; h. Obtain or maintain employment at a self-sustaining level or consistently perform homemaker roles (e.g., household meal preparation, washing clothes, budgeting, or childcare tasks and responsibilities); i. Maintain a safe living situation; AND 4. Individual is engaged in their Recovery Plan but demonstrates difficulty implementing the plan which has led to the exacerbation of problematic symptoms. Individual needs assistance with one (1) or more of the following areas in order to successfully implement their Recovery Plan and maintain their recovery: a. Taking prescribed medications; or b. Following a crisis plan; or c. Maintaining community integration; or d. Keeping appointments with needed services.
Continuing Stay Criteria	1. Individual continues to have a documented need for CM interventions at least twice monthly; and 2. Individual continues to meet the admission criteria; or 3. Continued difficulty participating in traditional clinic-based services or a community setting at a less intensive level of service/support; or 4. Living in substandard housing, homeless, or at imminent risk of becoming homeless due to functional impairments associated with behavioral health issues.
Discharge Criteria	1. There has been a planned reduction of units of service delivered and related evidence of the individual sustaining functioning through that reduction plan; and 2. Individual has established recovery support networks to assist in maintenance of recovery (such as peer supports, AA, NA, etc.); and 3. Individual has demonstrated ownership and engagement with her/his own illness self-management as evidenced by: a. Navigating and self-managing necessary services; b. Maintaining personal hygiene; c. Meeting his/her own nutritional needs; d. Caring for personal business affairs; e. Obtaining or maintaining medical, legal, and housing services; f. Recognizing and avoiding common dangers or hazards to self and possessions; g. Performing daily living tasks; h. Obtaining or maintaining employment at a self-sustaining level or consistently performing homemaker roles (e.g., household meal preparation, washing clothes, budgeting, or childcare tasks and responsibilities); and i. Maintaining a safe living situation.
Service Exclusions	1. This service may not duplicate any discharge planning efforts which are part of the expectation for hospitals, Intermediate Care Facilities for Individuals with Intellectual Disabilities (IFC/IID), Institutions for Mental Disease (IMDs), and Psychiatric Residential Treatment Facilities (PRTFs). 2. This service is not available to any individual who receives a waiver service via the Department of Community Health. Payment for Intensive Case Management Services under the plan shall not duplicate payments made to public agencies or private entities under other program authorities for this same purpose. 3. Individuals with a substance-related disorder are excluded from receiving this service unless there is clearly documented evidence of a psychiatric diagnosis. 4. ACT, CST, ICM are service exclusions. Individuals may receive CM and one of these service for a limited period of time to facilitate a smooth transition.
Clinical Exclusions	Individuals with the following conditions are excluded from admission unless there is clearly documented evidence of a psychiatric condition co-occurring with the diagnosis of: mental retardation; and/or autism; and/or organic mental disorder; and/or traumatic brain injury.
Required Components	1. Each provider must have policies and procedures related to referral including providing outreach to agencies who may serve the targeted population including but not limited to psychiatric inpatient hospitals, Crisis Stabilization Units, jails, prisons, homeless shelters, etc. 2. For each specific individual, the provider must demonstrate and maintain a time frame from receipt of referral to engagement into services of no more than 5 days.

	3. The organization must have policies and procedures for protecting the safety of staff that engage in these community-based service delivery activities. 4. Because of the complex needs of this target population, CM services may only be delivered by a DBHDD designated Tier 1 or Tier 2 Provider. 5. Individuals will be provided assistance with gaining skills and resources necessary to obtain housing of the individual's choice, including completion of the housing need and choice survey (https://waiverprod.dbhdd.ga.gov/Supportedhousing/) upon admission and with the development of a housing goal, which will be minimally updated at each reauthorization. 6. Contact must be made with the individual receiving CM a minimum of two (2) times a month. At least one of the monthly contacts must be face-to-face in non-clinic/community-based setting and the other may be either face-to-face or telephone contact (denoted by the UK modifier) depending on the individual's identified support needs. While the minimum number of contacts is stated above, individual clinical need is always to be met and may require a level of service higher than the established minimum criteria for contact. 7. At least 50% of CM service units must be delivered face-to-face with the identified individual receiving the service and the majority of all face-to-face service units must be delivered in non-clinic settings over the authorization period (these units are specific to single individual records and are not aggregate across an agency/program or multiple payers). 8. The majority of all face-to-face service units must be delivered in non-clinic settings (i.e. any place that is convenient for the individual such as FQHC, place of employment, community space) over the course of the authorization period (these units are specific to single individual consume records and are not aggregate across an agency/program or multiple payers). 9. In the absence of meeting the minimum monthly face-to-face-contact and if at least two (2) unsuccessful attempts to make face-to-face contact have been tried and documented, the provider may bill for a maximum of one (1) telephone contact in that specified month (denoted by the UK modifier). Billing for collateral contact only may not exceed 30 consecutive days. 10. After four (4) unsuccessful attempts at making face to face contact with an individual, the CM and members of the treatment team will re-evaluate the IRP and utilization of services. 11. In the event that a CM has documented multiple attempts to locate and make contact with an individual and has demonstrated diligent search, after 60 days of unsuccessful attempts the individual may be discharged. 12. Individuals for whom there is a written transition/discharge plan may receive a tapered benefit based upon individualized need as documented in that plan. 13. When the primary focus of CM is on medication maintenance, the following allowances apply: a. These individuals are not counted in the off-site service requirement or the individual-to-staff ratio; and b. These individuals are not counted in the monthly face-to-face contact requirement; however a minimum of one (1) face-to-face contact is required every three (3) months; and monthly calls are an allowed billable service.
Staffing Requirements	1. Oversight of CM is provided by an independently licensed practitioner. 2. It is recommended that the CM caseload not exceed 50 enrolled individuals. 3. Individuals who receive only medication maintenance are not counted in the staff ratio calculation. 4. A practitioner delivering Case Management should be able to provide skills training when needed by the individual, but the skills training activity must be billed as PSR-I and not Case Management.
Clinical Operations	1. CM may include (with the consent of the Adult) coordination with family and significant others and other systems/supports (e.g., work, religious entities, corrections, aging agencies, etc.) when appropriate for treatment and recovery needs. 2. CM providers must have the ability to deliver services in various environments, such as homes, homeless shelters, or street locations. The provider should keep in mind that individuals may prefer to meet staff at a community location other than their homes or other conspicuous locations (e.g. their place of employment), especially if staff drive a vehicle that is clearly marked as a state or agency vehicle, or if staff must identify themselves and their purpose to gain access to the individual in a way that may potentially embarrass the individual or breech the individual's privacy/confidentiality. Staff should be sensitive to and respectful of individuals' privacy/confidentiality rights and preferences in this regard to the greatest extent possible (e.g. if staff must meet with an individual during their work time, if the individual wishes, mutually agree upon a meeting place nearby that is the least conspicuous from the individual's point of view). 3. CM is expected to participate in planning, coordinating, and accessing services and resources when an enrolled individual experiences an episode of psychiatric hospitalization, incarceration, and/or homelessness.

	4. It is expected that the individual served will receive ongoing physician assessment and treatment as well as other recovery-supporting services. These services may be provided by a Tier 1 or Tier 2 Provider or by an external agency. There shall be documentation during each Authorization Period to demonstrate the team's efforts at consulting and collaborating with the physician and other recovery-supporting services. 5. It is expected that the Case Management practitioner will assist all eligible individuals with the application process to obtain entitlement benefits including SSI/SSDI, Food Stamps, VA, Medicaid, etc. including making appointments, completing applications and related paperwork. 6. The organization must have policies that govern the provision of services in natural settings and can document that the organization respects individuals' rights to privacy and confidentiality when services are provided in these settings. 7. The organization has established procedures/protocols for handling emergency and crisis situations that includes: a. Joint development of a crisis plan between the individual, organization, Tier 1 or Tier 2 provider, and other providers where the organization is engaged with the individual to ensure that the plan is complete, current, adequate, and communicated to all appropriate parties; and b. An evaluation of the adequacy of the individual's crisis plan and its implementation occurs at periodic intervals including post-crisis events. i. While respecting the individual's crisis plan and identified points of first response, the policies should articulate the role of the Tier 1 or Tier 2 provider agency to be the primary responsible provider for providing crisis supports and intervention as clinically necessary. 8. The organization must have an CM Organizational Plan that addresses the following: a. Description of the role of a Case Management practitioner during a crisis in partnership with the individual's other service providers either within the agency or with an outside clinical home where the individual receives ongoing physician assessment and treatment, as well as other recovery support services; b. Description of the staffing pattern and how staff are deployed to assure that the required staff-to-individual ratios are maintained, including how unplanned staff absences, illnesses, or emergencies are accommodated, case mix, access, etc.; c. Description of the hours of operations as related to access and availability to the individuals served; d. Description of how the IRP plan constructed, modified and/or adjusted to meet the needs of the individual and to facilitate broad natural and formal support participation; and e. Description of how CM agencies engage with other agencies who may serve the target population.
Service Accessibility	1. There must be documented evidence that service hours of operation include evening, weekend, and holiday hours. 2. "Medication Maintenance Track," individuals who require more than 4 contacts per quarter for two consecutive quarters (as based upon need) are expected to be re-evaluated with the ANSA for enhanced access to CM. The designation of "medication maintenance track" should be lifted and exceptions stated above are no longer allowed.
Reporting and Billing Requirements	When a billable collateral contact is provided, the UK reporting modifier shall be utilized. A collateral contact is classified as any contact that is not face-to-face with the individual.

Community Transition Planning														
Transaction Code	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod4	Rate
Community Transition Planning	Community Transition Planning (State Hospital)	T2038	ZH				$20.92	Community Transition Planning (Jail /Prison)	T2038	ZJ				$20.92
	Community Transition Planning (CSU)	T2038	ZC				$20.92	Community Transition Planning (Other)	T2038	ZO				$20.92
Unit Value	15 minutes													
Service Definition	Community Transition Planning (CTP) is a service for contracted Tier 1/Tier 2 and ACT providers to address the care, service, and support needs of adults with mental illness and/or addictive diseases to ensure a coordinated plan of transition from a qualifying facility to the community. Each episode of CTP must include contact with the individual and their identified supports with a minimum of one (1) face-to-face contact with the individual prior to release from the state hospital/facility. Additional Transition Planning activities include: educating the individual and identified supports on service options offered by the chosen primary service agency; participating in state hospital or facility treatment team meetings to develop a transition plan, and making collateral contacts with other agencies and community resources when indicated. In partnership between other community service providers and the hospital/facility staff, the community service agency maintains responsibility for carrying out transitional activities either by the individual's chosen primary service coordinator or by the service coordinator's designated Community Transition Liaison. CTP may also be used for Case Management/ICM/AD Support Services staff, ACT team members and CPSs who work with the individual in the community or will work with the individual in the future to maintain or establish contact. CTP consists of the following interventions to ensure the person transitions successfully from the facility to their local community: 1) Establishing a connection or reconnection with the person through supportive contacts while in the qualifying facility. By engaging with the person, this helps to develop and strengthen a foundation for the therapeutic relationship. 2) Educating the person and his/her identified supports about local community resources and service options available to meet their needs upon transition into the community. This allows the person to make self-directed, informed choices on service options that they feel will best meet their needs and increases the likelihood of post-facility engagement. 3) Participating in qualifying facility team meetings especially in person centered planning for those in a treatment facility for longer than 60 days, to share hospital and community information related to estimated length of stay, present problems related to admission, discharge/release criteria, progress toward recovery goals, personal strengths, available supports and assets, medical condition, medication issues, and community treatment needs. 4) Linking the adult with community services including visits between the person and the CM/ICM/AD Support Services staff, ACT team members and/or CPSs who will be working with the individual in the community (including visits and telephone contacts between the individual and the community-based providers).													
Admission Criteria	Individual who meet DBHDD Eligibility while in one of the following qualifying facilities: 1. State Operated Hospital. 2. Crisis Stabilization Unit (CSU). 3. Jail/Prison. 4. Other (ex: Community Psychiatric Hospital).													
Continuing Stay Criteria	Same as above.													
Discharge Criteria	1. Individual/family requests discharge; or 2. Individual no longer meets DBHDD Eligibility; or													

	3. Individual is discharged from a state hospital or qualifying facility.
Service Exclusions	This service is utilized only when an individual is transitioning from an institutional setting and therefore is not provided concurrent to an ongoing community-based service.
Clinical Exclusions	Individuals with the following conditions are excluded from admission unless there is clearly documented evidence of a co-occurring Behavioral Health condition: Developmental Disability, Autism, Organic Mental Disorder, Traumatic Brain Injury.
Required Components	Prior to Release from a State Hospital or Qualifying Facility: When the person has had (a) a length of stay of 60 days or longer in a facility or (b) youth is readmitted to a facility within 30 days of discharge, a community transition plan in partnership with the facility is required. Evidence of planning shall be recorded and a copy of the Plan shall be included in both the adult's hospital and community records.
Clinical Operations	Community Transition Planning activities shall include: 1. Telephone and Face-to-face contacts with individual and their identified family; 2. Participating in individual's clinical staffing(s) prior to their discharge from the facility; 3. Applications for resources and services prior to discharge from the facility including: a. Healthcare. b. Entitlements (i.e., SSI, SSDI) for which they are eligible. c. Self-Help Groups and Peer Supports. d. Housing. e. Employment, Education, Training. f. Consumer Support Services.
Service Accessibility	1. This service must be available 7 days a week (if the state hospital/qualifying facility discharges or releases 7 days a week). 2. This service may be delivered via telemedicine technology or via telephone conferencing.
Reporting and Billing Requirements	1. The modifier on Procedure Code indicates setting from which the individual is transitioning. 2. There must be a minimum of one face-to-face with the individual prior to release from hospital or qualifying facility in order to bill for any telephone contacts.
Documentation Requirements	1. A documented Community Transition Plan for: a. Individuals with a length of stay greater than 60 days; or b. Individuals readmitted within 30 days of discharge. 2. Documentation of all face-to-face and telephone contacts and a description of progress with Community Transition Plan implementation and outcomes.

Crisis Intervention

Transaction Code	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate
Crisis Intervention	Practitioner Level 1, In-Clinic	H2011	U1	U6			$58.21	Practitioner Level 1, Out-of-Clinic	H2011	U1	U7			$74.09
	Practitioner Level 2, In-Clinic	H2011	U2	U6			$38.97	Practitioner Level 2, Out-of-Clinic	H2011	U2	U7			$46.76
	Practitioner Level 3, In-Clinic	H2011	U3	U6			$30.01	Practitioner Level 3, Out-of-Clinic	H2011	U3	U7			$36.68
	Practitioner Level 4, In-Clinic	H2011	U4	U6			$20.30	Practitioner Level 4, Out-of-Clinic	H2011	U4	U7			$24.36
	Practitioner Level 5, In-Clinic	H2011	U5	U6			$15.13	Practitioner Level 5, Out-of-Clinic	H2011	U5	U7			$ 18.15

Psychotherapy for Crisis	Practitioner Level 1, In-Clinic, first 60 minutes (base code)	90839	U1	U6	[redacted]	$232.84	Practitioner Level 1, Out-of-Clinic	90840	U1	U6	[redacted]	$116.42
	Practitioner Level 2, In-Clinic, first 60 minutes (base code)	90839	U2	U6		$155.88	Practitioner Level 2, Out-of-Clinic, add-on each additional 30 mins.	90840	U2	U6		$77.94
	Practitioner Level 3, In-Clinic, first 60 minutes (base code)	90839	U3	U6		$120.04	Practitioner Level 3, Out-of-Clinic, add-on each additional 30 mins.	90840	U3	U6		$60.02
	Practitioner Level 1, In-Clinic, first 60 minutes (base code)	90839	U1	U7		$296.36	Practitioner Level 1, Out-of-Clinic, add-on each additional 30 mins.	90840	U1	U7		$148.18
	Practitioner Level 2, In-Clinic, first 60 minutes (base code)	90839	U2	U7		$187.04	Practitioner Level 2, Out-of-Clinic, add-on each additional 30 mins.	90840	U2	U7		$93.52
	Practitioner Level 3, In-Clinic, first 60 minutes (base code)	90839	U3	U7		$146.72	Practitioner Level 3, Out-of-Clinic, add-on each additional 30 mins.	90840	U3	U7		$73.36

Unit Value	Crisis Intervention	15 minutes	Maximum Daily Units	Crisis Intervention: 16 units
	Psychotherapy for Crisis	1 Encounter		Psychotherapy for Crisis, base code: 2 encounters
				Psychotherapy for Crisis, add-ons: 4 encounters
Utilization Criteria	TBD			
Service Definition	Crisis Intervention supports the individual who is experiencing an abrupt and substantial change in behavior which is usually associated with a precipitating situation and which is in the direction of severe impairment of functioning or a marked increase in distress. Interventions are designed to prevent out of community placement or hospitalization. Often, a crisis exists at such time as an individual and his/her identified natural resources decide to seek help and/or the individual, identified natural resources, or practitioner identifies the situation as a crisis. Crisis services are time-limited and present-focused to address the immediate crisis and develop appropriate links to alternate services. The individual's current behavioral health care advanced directive, if existing, should be utilized to manage the crisis. Interventions provided should honor and respect the individual's wishes/choices by following the plan/advanced directive as closely as possible in line with clinical judgment. Plans/advanced directives developed during the Behavioral Health Assessment/IRP process should be reviewed and updated (or developed if the individual is a new consumer) as part of those services to help prevent or manage future crisis situations. Some examples of interventions that may be used to de-escalate a crisis situation could include: a situational assessment; active listening and empathic responses to help relieve emotional distress; effective verbal and behavioral responses to warning signs of crisis related behavior; assistance to, and involvement/participation of the individual (to the extent he or she is capable) in active problem solving planning and interventions; facilitation of access to a myriad of crisis stabilization and other services deemed necessary to effectively manage the crisis; mobilization of natural support systems; and other crisis interventions as appropriate to the individual and issues to be addressed.			
Admission Criteria	1. Treatment at a lower intensity has been attempted or given serious consideration; and #2 and/or #3 are met: 2. Individual has a known or suspected mental health diagnosis or Substance Related Disorder; or			

	3. Individual is experiencing severe situational crisis and is at risk of harm to self, others and/or property. Risk ranges from mild to imminent; and one/both of the following: a. Individual has insufficient or severely limited resources or skills necessary to cope with the immediate crisis; or b. Individual demonstrates lack of judgment and/or impulse control and/or cognitive/perceptual abilities.
Continuing Stay Criteria	This service may be utilized at various points in the individual's course of treatment and recovery, however, each intervention is intended to be a discrete time-limited service that stabilizes the individual and moves him/her to the appropriate level of care.
Discharge Criteria	1. Individual no longer meets continued stay guidelines; and 2. Crisis situation is resolved and an adequate continuing care plan has been established.
Clinical Exclusions	Severity of clinical issues precludes provision of services at this level of care.
Clinical Operations	In any review of clinical appropriateness of the service, the mix of services offered to the individual is key. Crisis units will be looked at by the Administrative Services Organization in combination with other supporting services. For example, if an individual presents in crisis and the crisis is alleviated within an hour but ongoing support continues, it is expected that 4 units of crisis is billed and then some supporting service such as individual counseling will be utilized to support the individual during that interval of service.
Staffing Requirements	1. 90839 and 90840 are only utilized when the content of the service delivered is Crisis Psychotherapy. Therefore, the only practitioners who can do this are those who are recognized as practitioners for Individual Counseling in the Service X Practitioner Table A. included herein. 2. The practitioner who will bill 90839 (and 90840 if time is necessary) must devote full attention to the individual served and cannot provide services to other individuals during the time identified in the medical record and in the related claim/encounter/submission.
Service Accessibility	1. All crisis service response times for this service must be within 2 hours of the individual or other constituent contact to the provider agency. 2. Services are available 24-hours/day, 7 days/week, and may be offered by telephone and/or face-to-face in most settings (e.g. home, jail, community hospital, clinic etc.). 3. Demographic information collected shall include a preliminary determination of hearing status to determine referral to Deaf Services.
Additional Medicaid Requirements	The daily maximum within a CSU for Crisis Intervention is 8 units/day.
Reporting and Billing Requirements	1. Any use of a telephonic intervention must be coded/reported with a U6 modifier as the person providing the telephonic intervention is not expending the additional agency resources in order to be in the community where the person is located during the crisis. 2. Any use beyond 16 units will not be denied but will trigger an immediate retrospective review. 3. Psychotherapy for Crisis (90839, 90840) may be billed if the following criteria are met: a. The nature of the crisis intervention is urgent assessment and history of a crisis situation, assessment of mental status, and disposition and is paired with psychotherapy, mobilization of resources to defuse the crisis and restore safety and the provision of psychotherapeutic interventions to minimize trauma; AND b. The practitioner meets the definition to provide therapy in the Georgia Practice Acts; AND c. The presenting situation is life-threatening and requires immediate attention to an individual who is experiencing high distress. 4. Other payers may limit who can provide 90839 and 90840 and therefore a providing agency must adhere to those third party payers' policies regarding billing practitioners. 5. The 90839 code is utilized when the time of service ranges between 45-74 minutes and may only be utilized once in a single day. Anything less than 45 minutes can be provided either through an Individual Counseling code or through the H2011 code above (whichever best reflects the content of the intervention). 6. Add-on Time Specificity: a. If additional time above the base 74 minutes is provided and the additional time spent is greater than 23 minutes, an additional encounter of 90840 may be billed. b. If the additional time spent (above base code) is 45 minutes or greater, a second unit of 90840 may be billed.

	c. If the additional time spent (above base code) is 83 minutes or greater, a third unit of 90840 may be billed. d. If the additional time spent (above base code) is 113 minutes or greater, a fourth unit of 90840 may be billed. 7. 90839 and 90840 cannot be submitted by the same practitioner in the same day as H2011 above. 8. 90839 and 90840 cannot be provided/submitted for billing in the same day as 90791, 90792, 90833, or 90836. 9. Appropriate add-on codes must be submitted on the same claim as the paired base code.

Diagnostic Assessment

Transaction Code	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate
Psychiatric Diagnostic Evaluation (no medical service)	Practitioner Level 2, In-Clinic	90791	U2	U6			$116.90	Practitioner Level 3, In-Clinic	90791	U3	U6			$90.03
	Practitioner Level 2, Out-of-Clinic	90791	U2	U7			$140.28	Practitioner Level 3, Out-of-Clinic	90791	U3	U7			$110.04
	Practitioner Level 2, Via interactive audio and video telecommunication systems	90791	GT	U2			$116.90	Practitioner Level 3, Via interactive audio and video telecommunication systems*	90791	GT	U3			$90.03
Psychiatric Diagnostic Evaluation with medical services)	Practitioner Level 1, In-Clinic	90792	U1	U6			$174.63	Practitioner Level 2, Via interactive audio and video telecommunication systems	90792	GT	U2			$116.90
	Practitioner Level 1, Out-of-Clinic	90792	U1	U7			$222.26	Practitioner Level 2, In-Clinic	90792	U2	U6			$116.90
	Practitioner Level 1, Via interactive audio and video telecommunication systems	90792	GT	U1			$174.63	Practitioner Level 2, Out-of-Clinic	90792	U2	U7			$140.28
Unit Value	1 encounter							Utilization Criteria	TBD					
Service Definition	Psychiatric diagnostic interview examination includes a history; mental status exam; evaluation and assessment of physiological phenomena (including co-morbidity between behavioral and physical health care issues); psychiatric diagnostic evaluation (including assessing for co-occurring disorders and the development of a differential diagnosis);screening and/or assessment of any withdrawal symptoms for the individual with substance related diagnoses; assessment of the appropriateness of initiating or continuing services; and a disposition. These are completed by face-to-face evaluation of the individual (which may include the use of telemedicine) and may include communication with family and other sources and the ordering and medical interpretation of laboratory or other medical diagnostic studies.													
Admission Criteria	1. Individual has a known or suspected mental illness or a substance-related disorder and has recently entered the service system; or 2. Individual is in need of annual assessment and re-authorization of service array; or 3. Individual has need of an assessment due to a change in clinical/functional status.													
Continuing Stay Criteria	Individual's situation/functioning has changed in such a way that previous assessments are outdated.													
Discharge Criteria	1. An adequate continuing care plan has been established; and one or more of the following: a. Individual has withdrawn or been discharged from service; or b. Individual no longer demonstrates need for additional assessment.													
Service Exclusions	Assertive Community Treatment.													
Required Components	1. Telemedicine may be utilized for an initial Psychiatric Diagnostic Examination as well as for ongoing Psychiatric Diagnostic Examination via the use of appropriate procedure codes with the GT modifier. 2. When providing diagnostic services to individuals who are deaf, deaf-blind, or hard of hearing, diagnosticians shall demonstrate training, supervision, and/or consultation with a qualified professional as approved by DBHDD Deaf Services.													

Staffing Requirements	The only U3 practitioner who can provide Diagnostic Assessment is an LCSW.
Billing and Reporting Requirements	1. 90791 is used when an initial evaluation is provided by a non-physician. 2. 90792 is used when an initial evaluation is provided by a physician, PA, or APRN. This 90792 intervention content would include all general behavioral health assessment as well as Medical assessment/Physical exam beyond mental status as appropriate. 3. If a Medicaid claim for this service denies for a Procedure-to-Procedure edit, a modifier (59) can be added to the claim and resubmitted to the MMIS for payment.
Additional Medicaid Requirements	The daily maximum within a CSU for Diagnostic Assessment (Psychiatric Diagnostic Interview) for adults is 2 units. Two units should be utilized only if it is necessary in a complex diagnostic case for the physician extender/LCSW to call in the physician for an assessment of the individual to corroborate or verify the correct diagnosis.

Family Outpatient Services: Family Counseling

Transaction Code	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate
Family – BH counseling/ therapy (w/o client present)	Practitioner Level 2, In-Clinic	H0004	HS	U2	U6		$38.97	Practitioner Level 2, Out-of-Clinic	H0004	HS	U2	U7		$46.76
	Practitioner Level 3, In-Clinic	H0004	HS	U3	U6		$30.01	Practitioner Level 3, Out-of-Clinic	H0004	HS	U3	U7		$36.68
	Practitioner Level 4, In-Clinic	H0004	HS	U4	U6		$20.30	Practitioner Level 4, Out-of-Clinic	H0004	HS	U4	U7		$24.36
	Practitioner Level 5, In-Clinic	H0004	HS	U5	U6		$15.13	Practitioner Level 5, Out-of-Clinic	H0004	HS	U5	U7		$18.15
Family – BH counseling/ therapy (with client present)	Practitioner Level 2, In-Clinic	H0004	HR	U2	U6		$38.97	Practitioner Level 2, Out-of-Clinic	H0004	HR	U2	U7		$46.76
	Practitioner Level 3, In-Clinic	H0004	HR	U3	U6		$30.01	Practitioner Level 3, Out-of-Clinic	H0004	HR	U3	U7		$36.68
	Practitioner Level 4, In-Clinic	H0004	HR	U4	U6		$20.30	Practitioner Level 4, Out-of-Clinic	H0004	HR	U4	U7		$24.36
	Practitioner Level 5, In-Clinic	H0004	HR	U5	U6		$15.13	Practitioner Level 5, Out-of-Clinic	H0004	HR	U5	U7		$18.15
Family Psycho-therapy w/o the patient present (appropriate license required)	Practitioner Level 2, In-Clinic	90846	U2	U6			$38.97	Practitioner Level 2, Out-of-Clinic	90846	U2	U7			$46.76
	Practitioner Level 3, In-Clinic	90846	U3	U6			$30.01	Practitioner Level 3, Out-of-Clinic	90846	U3	U7			$36.68
	Practitioner Level 4, In-Clinic	90846	U4	U6			$20.30	Practitioner Level 4, Out-of-Clinic	90846	U4	U7			$24.36
	Practitioner Level 5, In-Clinic	90846	U5	U6			$15.13	Practitioner Level 5, Out-of-Clinic	90846	U5	U7			$18.15
Conjoint Family Psycho-therapy w/ the patient present a portion or the entire session (appropriate license required)	Practitioner Level 2, In-Clinic	90847	U2	U6			$38.97	Practitioner Level 2, Out-of-Clinic	90847	U2	U7			$46.76
	Practitioner Level 3, In-Clinic	90847	U3	U6			$30.01	Practitioner Level 3, Out-of-Clinic	90847	U3	U7			$36.68
	Practitioner Level 4, In-Clinic	90847	U4	U6			$20.30	Practitioner Level 4, Out-of-Clinic	90847	U4	U7			$24.36
	Practitioner Level 5, In-Clinic	90847	U5	U6			$15.13	Practitioner Level 5, Out-of-Clinic	90847	U5	U7			$18.15
Unit Value	15 minutes							Utilization Criteria	TBD					
Service Definition	A therapeutic intervention or counseling service shown to be successful with identified family populations, diagnoses and service needs, provided by a qualified clinician or practitioner. Services are directed toward achievement of specific goals defined with/by the individual and targeted to the individual-identified family and specified in the Individualized Recovery Plan. The focus of family counseling is the family or subsystems within the family, e.g. the parental couple. The service is always provided for the benefit of the individual and may or may not include the individual's participation as indicated by the CPT code. Family counseling provides systematic interactions between the identified individual, staff and the individual's identified family members directed toward the restoration, development, enhancement or maintenance of functioning of the identified individual/family unit. This includes support of the family and specific													

	therapeutic interventions/activities to enhance family roles, relationships, communication and functioning that promote the recovery of the individual. Specific goals/issues to be addressed though these services may include the restoration, development, enhancement or maintenance of: 1) processing skills; 2) healthy coping mechanisms; 3) adaptive behaviors and skills; 4) interpersonal skills; 5) family roles and relationships; and 6) the family's understanding of mental illness and substance related disorders, the steps necessary to facilitate recovery, and methods of intervention, interaction and mutual support the family can use to assist their family member. Best practices such as Multi-systemic Family Therapy, Multidimensional Family Therapy, Behavioral Family Therapy, Functional Family Therapy or others appropriate for the family and issues to be addressed should be utilized in the provision of this service.
Admission Criteria	1. Individual must have a mental illness and/or substance-related disorder diagnosis that is at least destabilizing (markedly interferes with the ability to carry out activities of daily living or places others in danger) or distressing (causes mental anguish or suffering); and 2. Individual's level of functioning does not preclude the provision of services in an outpatient milieu; and 3. Individual's assessment indicates needs that may be supported by therapeutic intervention shown to be successful with identified family populations and individual's diagnoses.
Continuing Stay Criteria	1. Individual continues to meet Admission Criteria as articulated above; and 2. Progress notes document progress relative to goals identified in the Individualized Recovery Plan, but all treatment/support goals have not yet been achieved.
Discharge Criteria	1. An adequate continuing care plan has been established; and one or more of the following: 2. Goals of the Individualized Recovery Plan have been substantially met; or 3. Individual requests discharge and individual is not in imminent danger of harm to self or others; or 4. Transfer to another service is warranted by change in individual's condition; or 5. Individual requires more intensive services.
Service Exclusions	ACT
Clinical Exclusions	1. Severity of behavioral health impairment precludes provision of services. 2. Severity of cognitive impairment precludes provision of services in this level of care. 3. There is a lack of social support systems such that a more intensive level of service is needed. 4. This service is not intended to supplant other services such as IID/IDD Personal and Family Support or any day services where the individual may more appropriately receive these services with staff in various community settings. 5. Individuals with the following conditions are excluded from admission unless there is clearly documented evidence of a psychiatric condition overlaying the diagnosis: developmental disability, autism, organic mental disorder and traumatic brain injury.
Required Components	1. The treatment/recovery orientation, modality and goals must be specified and agreed upon by the individual. 2. Couples counseling is included under this service code as long as the counseling is directed toward the identified individual and his/her goal attainment as identified in the Individualized Recovery Plan. 3. The Individualized Recovery Plan for the individual includes goals and objectives specific to the individual-identified family for whom the service is being provided.
Clinical Operations	Models of best practice delivery may include (as clinically appropriate) Multidimensional Family Therapy, Behavioral Family Therapy, Functional Family Therapy, and others as appropriate the family and issues to be addressed.
Service Accessibility	Services may not exceed 8 Billable units (combined Family Counseling and Family Therapy) in a single day. If clinical need indicates this level of intensity, other services may need to be considered for authorization.

Documentation Requirements	If there are multiple family members in the Family Counseling session who are enrolled individuals for whom the focus of treatment is related to goals on their IRPs, the following applies: 1. Document the family session in the charts of each individual for whom the treatment is related to a specific goal on the individual's IRP. 2. Charge the Family Counseling session units to one of the individuals. 3. Indicate "NC" (No Charge) on the documentation for the other individual(s) in the family session and have the note reflect that the charges for the session are assigned to another family member in the session.
Billing and Reporting Requirements	If a Medicaid claim for this service denies for a Procedure-to-Procedure edit, a modifier (59) can be added to the claim and resubmitted to the MMIS for payment.

Family Outpatient Services: Family Training

Transaction Code	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate
Family Skills Training and Development	Practitioner Level 4, In-Clinic, without client present	H2014	HS	U4	U6		$20.30	Practitioner Level 4, In-Clinic, with client present	H2014	HR	U4	U6		$20.30
	Practitioner Level 5, In-Clinic, without client present	H2014	HS	U5	U6		$15.13	Practitioner Level 5, In-Clinic, with client present	H2014	HR	U5	U6		$15.13
	Practitioner Level 4, Out-of-Clinic, without client present	H2014	HS	U4	U7		$24.36	Practitioner Level 4, Out-of-Clinic, with client present	H2014	HR	U4	U7		$24.36
	Practitioner Level 5, Out-of-Clinic, without client present	H2014	HS	U5	U7		$18.15	Practitioner Level 5, Out-of-Clinic, with client present	H2014	HR	U5	U7		$18.15
Unit Value	15 minutes							Utilization Criteria	TBD					
Service Definition	A therapeutic interaction shown to be successful with identified family populations, diagnoses and service needs. Services are directed toward achievement of specific goals defined by the individual and targeted to the individual-identified family and specified in the Individualized Recovery Plan (note: although interventions may involve the family, the focus or primary beneficiary of intervention must always be the individual). Family training provides systematic interactions between the identified individual, staff and the individual's identified family members directed toward the enhancement or maintenance of functioning of the identified individual/family unit. This may include support of the family, as well as training and specific activities to enhance functioning that promote the recovery of the individual. Specific goals/issues to be addressed though these services may include the restoration, development, enhancement or maintenance of: 1. Illness and medication self-management knowledge and skills (e.g. symptom management, behavioral management, relapse prevention skills, knowledge of medications and side effects, and motivational/skill development in taking medication as prescribed); 2. Problem solving and practicing functional skills; 3. Healthy coping mechanisms; 4. Adaptive behaviors and skills; 5. Interpersonal skills; 6. Daily living skills; 7. Resource access and management skills; and													

	8. The family's understanding of mental illness and substance related disorders, the steps necessary to facilitate recovery, and methods of intervention, interaction and mutual support the family can use to assist their family member.
Admission Criteria	1. Individual must have a mental illness and/or substance-related disorder diagnosis that is at least destabilizing (markedly interferes with the ability to carry out activities of daily living or places others in danger) or distressing (causes mental anguish or suffering); and 2. Individual's level of functioning does not preclude the provision of services in an outpatient milieu; and 3. Individual's assessment indicates needs that may be supported by a therapeutic intervention shown to be successful with identified family populations and diagnoses.
Continuing Stay Criteria	1. Individual continues to meet Admission Criteria as articulated above; and 2. Progress notes document progress relative to goals identified in the Individualized Recovery Plan, but all treatment/support goals have not yet been achieved.
Discharge Criteria	1. An adequate continuing care plan has been established; and one or more of the following: 2. Goals of the Individualized Recovery Plan have been substantially met; or 3. Individual requests discharge and individual is not in imminent danger of harm to self or others; or 4. Transfer to another service is warranted by change in individual's condition; or 5. Individual requires more intensive services.
Service Exclusions	ACT
Clinical Exclusions	1. Severity of behavioral health impairment precludes provision of services. 2. Severity of cognitive impairment precludes provision of services in this level of care. 3. There is a lack of social support systems such that a more intensive level of service is needed. 4. There is no outlook for improvement with this particular service. 5. This service is not intended to supplant other services such as Personal and Family Support or any day services where the individual may more appropriately receive these services with staff in various community settings. 6. Individuals with the following conditions are excluded from admission unless there is clearly documented evidence of a psychiatric condition overlaying the diagnosis: developmental disability, autism, organic mental disorder and traumatic brain injury.
Required Components	1. The treatment orientation, modality and goals must be specified and agreed upon by the individual. 2. The Individualized Recovery Plan for the individual includes goals and objectives specific to the individual-identified family for whom the service is being provided.
Service Accessibility	Services may not exceed 8 Billable units (combined Family Counseling and Family Therapy) in a single day. If clinical need indicates this level of intensity, other services may need to be considered for authorization.
Documentation Requirements	If there are multiple family members in the Family Training session who are enrolled individuals for whom the focus of treatment in the group is related to goals on their IRPs, the following applies: 1. Document the family session in the charts of each individual for whom the treatment/support is related to a specific goal on the individual's IRP. 2. Charge the Family Training session units to one of the individuals. 3. Indicate "NC" (No Charge) on the documentation for the other individual(s) in the family session and have the note reflect that the charges for the session are assigned to another family member in the session.

Group Outpatient Services: Group Counseling														
Transaction Code	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate
Group – Behavioral health counseling and therapy	Practitioner Level 2, In-Clinic	H0004	HQ	U2	U6		$8.50	Practitioner Level 2, Out-of-Clinic, Multi-family group, w/ client present	H0004	HQ	HR	U2	U7	$10.39
	Practitioner Level 3, In-Clinic	H0004	HQ	U3	U6		$6.60	Practitioner Level 3, Out-of-Clinic, Multi-family group, w/ client present	H0004	HQ	HR	U3	U7	$8.25
	Practitioner Level 4, In-Clinic	H0004	HQ	U4	U6		$4.43	Practitioner Level 4, Out-of-Clinic, Multi-family group, w/ client present	H0004	HQ	HR	U4	U7	$5.41
	Practitioner Level 5, In-Clinic	H0004	HQ	U5	U6		$3.30	Practitioner Level 5, Out-of-Clinic, Multi-family group, w/ client present	H0004	HQ	HR	U5	U7	$4.03
	Practitioner Level 2, Out-of-Clinic	H0004	HQ	U2	U7		$10.39	Practitioner Level 2, In-Clinic, Multi-family group, without client present	H0004	HQ	HS	U2	U6	$8.50
	Practitioner Level 3, Out-of-Clinic	H0004	HQ	U3	U7		$8.25	Practitioner Level 3, In-Clinic, Multi-family group, without client present	H0004	HQ	HS	U3	U6	$6.60
	Practitioner Level 4, Out-of-Clinic	H0004	HQ	U4	U7		$5.41	Practitioner Level 4, In-Clinic, Multi-family group, without client present	H0004	HQ	HS	U4	U6	$4.43
	Practitioner Level 5, Out-of-Clinic	H0004	HQ	U5	U7		$4.03	Practitioner Level 5, In-Clinic, Multi-family group, without client present	H0004	HQ	HS	U5	U6	$3.30
	Practitioner Level 2, In-Clinic, Multi-family group, with client present	H0004	HQ	HR	U2	U6	$8.50	Practitioner Level 2, Out-of-Clinic, Multi-family group, without client present	H0004	HQ	HS	U2	U7	$10.39
	Practitioner Level 3, In-Clinic, Multi-family group, with client present	H0004	HQ	HR	U3	U6	$6.60	Practitioner Level 3, Out-of-Clinic, Multi-family group, w/o client present	H0004	HQ	HS	U3	U7	$8.25
	Practitioner Level 4, In-Clinic, Multi-family group, w/ client present	H0004	HQ	HR	U4	U6	$4.43	Practitioner Level 4, Out-of-Clinic, Multi-family group, w/o client present	H0004	HQ	HS	U4	U7	$5.41
	Practitioner Level 5, In-Clinic, Multi-family group, w/ client present	H0004	HQ	HR	U5	U6	$3.30	Practitioner Level 5, Out-of-Clinic, Multi-family group, w/o client present	H0004	HQ	HS	U5	U7	$4.03
Group Psycho-therapy other than of a multiple family	Practitioner Level 2, In-Clinic	90853	U2	U6			$8.50	Practitioner Level 2, Out-of-Clinic	90853	U2	U7			$10.39
	Practitioner Level 3, In-Clinic	90853	U3	U6			$6.60	Practitioner Level 3, Out-of-Clinic	90853	U3	U7			$8.25

group (appropriate license required)	Practitioner Level 4, In-Clinic	90853	U4	U6	[redacted]	$4.43	Practitioner Level 4, Out-of-Clinic	90853	U4	U7	[redacted]	$5.41
	Practitioner Level 5, In-Clinic	90853	U5	U6	[redacted]	$3.30	Practitioner Level 5, Out-of-Clinic	90853	U5	U7	[redacted]	$4.03
Unit Value	15 minutes						Utilization Criteria	TBD				
Service Definition	A therapeutic intervention or counseling service shown to be successful with identified populations, diagnoses and service needs, provided in a group format by a qualified clinician or practitioner. Services are directed toward achievement of specific goals defined by the individual and specified in the Individualized Recovery Plan. Services may address goals/issues such as promoting recovery, and the restoration, development, enhancement or maintenance of: 1. cognitive processing skills; 2. healthy coping mechanisms; 3. adaptive behaviors and skills; 4. interpersonal skills; and 5. identifying and resolving personal, social, intrapersonal and interpersonal concerns.											
Admission Criteria	1. Individual must have a mental illness/substance-related disorder diagnosis that is at least destabilizing (markedly interferes with the ability to carry out activities of daily living or places others in danger) or distressing (causes mental anguish or suffering); and 2. The individual's level of functioning does not preclude the provision of services in an outpatient milieu; and 3. The individual's recovery goal/s which are to be addressed by this service must be conducive to response by a group milieu.											
Continuing Stay Criteria	1. Individual continues to meet admission criteria; and 2. Individual demonstrates documented progress relative to goals identified in the Individualized Recovery Plan, but treatment goals have not yet been achieved.											
Discharge Criteria	1. An adequate continuing care plan has been established; and one or more of the following: 2. Goals of the Individualized Recovery Plan have been substantially met; or 3. Individual requests discharge and individual is not in imminent danger of harm to self or others; or 4. Transfer to another service/level of care is warranted by change in individual's condition; or 5. Individual requires more intensive services.											
Service Exclusions	See Required Components, items 2 and 3 below.											
Clinical Exclusions	1. Severity of behavioral health impairment precludes provision of services. 2. Severity of cognitive impairment precludes provision of services in this level of care. 3. There is a lack of social support systems such that a more intensive level of service is needed. 4. This service is not intended to supplant other services such as IID/IDD Waiver Personal and Family Support Services or any day services where the individual may more appropriately receive these services with staff in various community settings. 5. Individuals with the following conditions are excluded from admission unless there is clearly documented evidence of a psychiatric condition overlaying the diagnosis: developmental disability, autism, organic mental disorder and traumatic brain injury.											
Required Components	1. The recovery orientation, modality and goals must be specified and agreed upon by the individual. 2. Group outpatient services should very rarely be offered in addition to day services such as Psychosocial Rehabilitation. Any exceptions must be clinically justified in the record and may be subject to scrutiny by the Administrative Services organization. Exceptions in offering group outpatient services external to day services include such sensitive and targeted clinical issue groups as incest survivor groups, perpetrator groups, and sexual abuse survivors groups. When an exception is clinically justified, services must not duplicate day services activities. 3. When billed concurrently with ACT services, group counseling must be curriculum-based (See ACT Service Guideline for requirements).											
Staffing Requirements	Maximum face-to-face ratio cannot be more than 10 individuals to 1 direct service staff based on average group attendance.											

Clinical Operations	1. The membership of a multiple family group (H0004 HQ) consists of multiple family units such as a group of two or more parent(s) from different families either with (HR) or without (HS) participation of their child/children. 2. Practitioners and supervisors of those providing this service are expected to maintain knowledge and skills regarding group practice such as selecting appropriate participants for a particular group, working with the group to establish necessary group norms and goals, and understanding and managing group dynamics and processes.
Billing and Reporting Requirements	If a Medicaid claim for this service denies for a Procedure-to-Procedure edit, a modifier (59) can be added to the claim and resubmitted to the MMIS for payment.
Additional Medicaid Requirements	The daily maximum within a CSU for combined Group Training/Counseling is 4 units/day.

Group Outpatient Services: Group Training

Transaction Code	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate
Group Skills Training & Development	Practitioner Level 4, In-Clinic	H2014	HQ	U4	U6		$4.43	Practitioner Level 4, Out-of-Clinic, with client present	H2014	HQ	HR	U4	U7	$5.41
	Practitioner Level 5, In-Clinic	H2014	HQ	U5	U6		$3.30	Practitioner Level 5, Out-of-Clinic, with client present	H2014	HQ	HR	U5	U7	$4.03
	Practitioner Level 4, Out-of-Clinic	H2014	HQ	U4	U7		$5.41	Practitioner Level 4, In-Clinic, without client present	H2014	HQ	HS	U4	U6	$4.43
	Practitioner Level 5, Out-of-Clinic	H2014	HQ	U5	U7		$4.03	Practitioner Level 5, In-Clinic, without client present	H2014	HQ	HS	U5	U6	$3.30
	Practitioner Level 4, In-Clinic, with client present	H2014	HQ	HR	U4	U6	$4.43	Practitioner Level 4, Out-of-Clinic, without client present	H2014	HQ	HS	U4	U7	$5.41
	Practitioner Level 5, In-Clinic, with client present	H2014	HQ	HR	U5	U6	$3.30	Practitioner Level 5, Out-of-Clinic, without client present	H2014	HQ	HS	U5	U7	$4.03
Unit Value	15 minutes							Maximum Daily Units	20 units					
Service Definition	A therapeutic interaction shown to be successful with identified populations, diagnoses and service needs. Services are directed toward achievement of specific goals defined by the individual and specified in the Individualized Resiliency Plan. Services may address goals/issues such as promoting recovery, and the restoration, development, enhancement or maintenance of: A. illness and medication self-management knowledge and skills (e.g. symptom management, behavioral management, relapse prevention skills, knowledge of medications and side effects, and motivational/skill development in taking medication as prescribed); 1. Problem solving skills; 2. Healthy coping mechanisms; 3. Adaptive skills; 4. Interpersonal skills; 5. Daily living skills; 6. Resource management skills; 7. Knowledge regarding mental illness, substance related disorders and other relevant topics that assist in meeting the youth's and family's needs; and 8. Skills necessary to access and build community resources and natural support systems.													

Admission Criteria	1. Individuals must have a mental illness/substance-related disorder diagnosis that is at least destabilizing (markedly interferes with the ability to carry out activities of daily living or places others in danger) or distressing (causes mental anguish or suffering); and 2. The individual's level of functioning does not preclude the provision of services in an outpatient milieu; and 3. The individual's resiliency goal/s that are to be addressed by this service must be conducive to response by a group milieu.
Continuing Stay Criteria	1. Individual continues to meet admission criteria; and 2. Individual demonstrates documented progress relative to goals identified in the Individualized Recovery Plan, but recovery goals have not yet been achieved.
Discharge Criteria	An adequate continuing care plan has been established; and one or more of the following: a) Goals of the Individualized Recovery Plan have been substantially met; or b) Individual requests discharge and the individual is not in imminent danger of harm to self or others; or c) Transfer to another service/level of care is warranted by change in individual's condition; or d) Individual requires more intensive services.
Service Exclusions	See also Required Components, item 2. below.
Clinical Exclusions	1. Severity of behavioral health issue precludes provision of services. 2. Severity of cognitive impairment precludes provision of services in this level of care. 3. There is a lack of social support systems such that a more intensive level of service is needed. 4. This service is not intended to supplant other services such as IID/IDD Personal and Family Support or any day services where the individual may more appropriately receive these services with staff in various community settings. 5. Individuals with the following conditions are excluded from admission unless there is clearly documented evidence of a psychiatric condition overlaying the diagnosis: developmental disability, autism, organic mental disorder, traumatic brain injury.
Required Components	1. The functional goals addressed through this service must be specified and agreed upon by the individual. 2. Group outpatient services should very rarely be offered in addition to day services such as Psychosocial Rehabilitation. Any exceptions must be clinically justified in the record and may be subject to scrutiny by the Administrative Services organization. Exceptions in offering group outpatient services external to day services include such sensitive and targeted clinical issue groups as incest survivor groups, perpetrator groups, and sexual abuse survivors groups. When an exception is clinically justified, services must not duplicate day services activities.
Staffing Requirements	Maximum face-to-face ratio cannot be more than 10 individuals to 1 direct service staff based on average group attendance.
Clinical Operations	1. Practitioners providing this service are expected to maintain knowledge and skills regarding group practice such as selecting appropriate participants for a particular group, working with the group to establish necessary group norms and goals, and understanding and managing group dynamics and processes. 2. Out-of-clinic group skills training is allowable and clinically valuable for some individuals; therefore, this option should be explored to the benefit of the individual. In this event, staff must be able to assess and address the individual needs and progress of each individual consistently throughout the intervention/activity (e.g. in an example of teaching 2-3 individuals to access public transportation in the community, group training may be given to help each individual individually to understand the bus schedule in a way that makes sense to them, to address questions/concerns each may have about how to use the bus, perhaps to spend time riding the bus with the individuals and assisting each to understand and become comfortable with riding the bus in accordance with *individual* goals, etc.).
Additional Medicaid Requirements	The daily maximum within a CSU for combined Group Training/Counseling is 4 units/day.

Individual Counseling

Transaction Code		Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate
Individual Psycho-therapy, insight oriented, behavior-modifying and/or supportive face-to-face w/ patient and/or family member	~30 minutes	Practitioner Level 2, In-Clinic	90832	U2	U6			64.95	Practitioner Level 2, Out-of-Clinic	90832	U2	U7			77.93
		Practitioner Level 3, In-Clinic	90832	U3	U6			50.02	Practitioner Level 3, Out-of-Clinic	90832	U3	U7			61.13
		Practitioner Level 4, In-Clinic	90832	U4	U6			33.83	Practitioner Level 4, Out-of-Clinic	90832	U4	U7			40.59
		Practitioner Level 5, In-Clinic	90832	U5	U6			25.21	Practitioner Level 5, Out-of-Clinic	90832	U5	U7			30.25
	~45 minutes	Practitioner Level 2, In-Clinic	90834	U2	U6			116.90	Practitioner Level 2, Out-of-Clinic	90834	U2	U7			140.28
		Practitioner Level 3, In-Clinic	90834	U3	U6			90.03	Practitioner Level 3, Out-of-Clinic	90834	U3	U7			110.04
		Practitioner Level 4, In-Clinic	90834	U4	U6			60.89	Practitioner Level 4, Out-of-Clinic	90834	U4	U7			73.07
		Practitioner Level 5, In-Clinic	90834	U5	U6			45.38	Practitioner Level 5, Out-of-Clinic	90834	U5	U7			54.46
	~60 minutes	Practitioner Level 2, In-Clinic	90837	U2	U6			155.87	Practitioner Level 2, Out-of-Clinic	90837	U2	U7			187.04
		Practitioner Level 3, In-Clinic	90837	U3	U6			120.04	Practitioner Level 3, Out-of-Clinic	90837	U3	U7			146.71
		Practitioner Level 4, In-Clinic	90837	U4	U6			81.18	Practitioner Level 4, Out-of-Clinic	90837	U4	U7			97.42
		Practitioner Level 5, In-Clinic	90837	U5	U6			60.51	Practitioner Level 5, Out-of-Clinic	90837	U5	U7			72.61
Psycho-therapy Add-on with patient and/or family in conjunction with E&M	~30 minutes	Practitioner Level 1, In-Clinic	90833	U1	U6			97.02	Practitioner Level 1, Out-of-Clinic	90833	U1	U7			123.48
		Practitioner Level 2, In-Clinic	90833	U2	U6			64.95	Practitioner Level 2, Out-of-Clinic	90833	U2	U7			77.93
		Practitioner Level 1	90833	GT	U1			97.02	Practitioner Level 2	90833	GT	U2			64.95
	~45- minutes	Practitioner Level 1, In-Clinic	90836	U1	U6			174.63	Practitioner Level 1, Out-of-Clinic	90836	U1	U7			226.26
		Practitioner Level 2, In-Clinic	90836	U2	U6			116.90	Practitioner Level 2, Out-of-Clinic	90836	U2	U7			140.28
		Practitioner Level 1	90836	GT	U1			174.63	Practitioner Level 2	90836	GT	U2			116.90
Unit Value		1 encounter (Note: Time-in/Time-out is required in the documentation as it justifies which code above is billed)							Utilization Criteria	TBD					

Service Definition

A therapeutic intervention or counseling service shown to be successful with identified populations, diagnoses and service needs, provided by a qualified clinician. Techniques employed involve the principles, methods and procedures of counseling that assist the person in identifying and resolving personal, social, vocational, intrapersonal and interpersonal concerns. Individual counseling may include face-to-face in or out-of-clinic time with family members as long as the individual is present for part of the session and the focus is on the individual. Services are directed toward achievement of specific goals defined by the individual and specified in the Individualized Recovery Plan. These services address goals/issues such as promoting recovery, and the restoration, development, enhancement or maintenance of:

1. Illness and medication self-management knowledge and skills (e.g. symptom management, behavioral management, relapse prevention skills, knowledge of medications and side effects, and motivational/skill development in taking medication as prescribed);
2. Problem solving and cognitive skills;
3. Healthy coping mechanisms;
4. Adaptive behaviors and skills;
5. Interpersonal skills; and
6. Knowledge regarding mental illness, substance related disorders and other relevant topics that assist in meeting the individual's or the support system's needs.

	Best/evidence based practice modalities may include (as clinically appropriate): Motivational Interviewing/Enhancement, Cognitive Behavioral Therapy, Behavioral Modification, Behavioral Management, Rational Behavioral Therapy, Dialectical Behavioral Therapy, and others as appropriate to the individual and clinical issues to be addressed.
Admission Criteria	1. Individual must have a mental illness/substance-related disorder diagnosis that is at least destabilizing (markedly interferes with the ability to carry out activities of daily living or places others in danger) or distressing (causes mental anguish or suffering); and 2. The individual's level of functioning does not preclude the provision of services in an outpatient milieu.
Continuing Stay Criteria	1. Individual continues to meet admission criteria; and. 2. Individual demonstrates documented progress relative to goals identified in the Individualized Recovery Plan, but recovery goals have not yet been achieved.
Discharge Criteria	1. Adequate continuing care plan has been established; and one or more of the following: 2. Goals of the Individualized Recovery Plan have been substantially met; or 3. Individual requests discharge and individual is not in imminent danger of harm to self or others; or 4. Transfer to another service is warranted by change in individual's condition; or 5. Individual requires a service approach that supports less or more intensive need.
Service Exclusions	ACT and Crisis Stabilization Unit services
Clinical Exclusions	1. Severity of behavioral health impairment precludes provision of services. 2. Severity of cognitive impairment precludes provision of services in this level of care. 3. There is a lack of social support systems such that a more intensive level of service is needed. 4. Individuals with the following conditions are excluded from admission unless there is clearly documented evidence of a psychiatric condition overlaying the diagnosis: developmental disability, autism, organic mental disorder and traumatic brain injury.
Required Components	The recovery orientation, modality and goals must be specified and agreed upon by the individual.
Clinical Operations	1. Practitioners and supervisors of those providing this service are expected to maintain knowledge and skills regarding current research trends in best/evidence based counseling practices. 2. 90833 and 90836 are utilized with E/M CPT Codes as an add-on for psychotherapy and may not be billed individually.
Billing and Reporting Requirements	1. When 90833 or 90836 are provided with an E/M code, these are submitted together to encounter/claims system. 2. 90833 is used for any intervention which is 16-37 minutes in length. 3. 90836 is used for any intervention which is 38-52 minutes in length. 4. 90837 is used for any intervention which is greater than 53 minutes. 5. If a Medicaid claim for this service denies for a Procedure-to-Procedure edit, a modifier (59) can be added to the claim and resubmitted to the MMIS for payment with two exceptions: If the billable base code is either 90833 or 90836 and is denied for Procedure-to-Procedure edit, then a (25) modifier should be added to the claim resubmission. 6. Appropriate add-on codes must be submitted on the same claim as the paired base code.
Documentation Requirements	1. When 90833 or 90836 are provided with an E/M code, they are recorded on the same intervention note but the distinct services must be separately identifiable. 2. When 90833 or 90836 are provided with an E/M code, the psychotherapy intervention must include time in/time out in order to justify which code is being utilized. Time associated with activities used to meet criteria for the E/M service is not included in the time used for reporting the psychotherapy service.

Interactive Complexity

Transaction Code	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate
Interactive Complexity	Interactive complexity (List separately in addition to the code for primary procedure)	90785					$0.00	Interactive complexity (List separately in addition to the code for primary procedure)	90785	TG				$0.00
Unit Value	1 Encounter													
Service Definition	Interactive Complexity is not a direct service but functions as a modifier to Psychiatric Treatment, Diagnostic Assessment, Individual Therapy, and Group Counseling. This modifier is used when: 1. Communication with the individual participant/s is complicated perhaps related to, e.g., high anxiety, high reactivity, repeated questions, or disagreement and therefore delivery of care is challenging. 2. Caregiver emotions/behaviors complicate the implementation of the IRP. 3. Evidence/disclosure of a sentinel event and mandated report to a third party (e.g., abuse or neglect with report to state agency) with initiation of discussion of the sentinel event and/or report with the individual and supporters. 4. Use of play equipment, physical devices, interpreter or translator to overcome significant language barriers (when individual served is not fluent in same language as practitioner, or when the individual has not developed or has lost expressive/receptive communication skills necessary for interactive participation in the intervention).													
Admission Criteria Continuing Stay Criteria Discharge Criteria Clinical Exclusions	These elements are defined in the specific companion service to which this modifier is anchored to in reporting/claims submission.													
Documentation Requirements	1. When this code is submitted, there must be: a. Record of base service delivery code/s AND the Interactive Complexity code on the single note; and b. Evidence within the multi-code service note which indicates the specific category of complexity (from the list of items 1-4 in the definition above) utilized during the intervention. 2. The interactive complexity component relates only to the increased work intensity of the psychotherapy service, but *does not* change the time for the psychotherapy service.													
Reporting and Billing Requirements	1. This service may only be reported/billed in conjunction with one of the following codes: 90791, 90792, 90832, 90834, 90837, 90853, and with the following codes only when paired with 90833 or 90836: 99201, 99211, 99202, 99212, 99203, 99213, 99204, 99214, 99205, 99215. 2. This Service Code paired with the TG modifier is only used when the complexity type from the Service Definition above is categorized under Item 4 AND an interpreter or translator is used during the intervention. So, if play equipment is the only complex intervention utilized, then TG is not utilized. 3. Interactive Complexity is utilized as a modifier and therefore is not required in an order nor in an Individualized Recovery/Resiliency Plan.													

Medication Administration

Transaction Code	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate
Comprehensive Medication Services	Practitioner Level 2, In-Clinic	H2010	U2	U6			$33.40	Practitioner Level 2, Out-of-Clinic	H2010	U2	U7			$42.51
	Practitioner Level 3, In-Clinic	H2010	U3	U6			$25.39	Practitioner Level 3, Out-of-Clinic	H2010	U3	U7			$33.01
	Practitioner Level 4, In-Clinic	H2010	U4	U6			$17.40	Practitioner Level 4, Out-of-Clinic	H2010	U4	U7			$22.14
	Practitioner Level 5, In-Clinic	H2010	U5	U6			$12.97							

Therapeutic, prophylactic or diagnostic injection	Practitioner Level 2, In-Clinic	96372	U2	U6	[redacted]	$33.40	Practitioner Level 2, Out-of-Clinic	96372	U2	U7	[redacted]	$42.51
	Practitioner Level 3, In-Clinic	96372	U3	U6		$25.39	Practitioner Level 3, Out-of-Clinic	96372	U3	U7		$33.01
	Practitioner Level 4, In-Clinic	96372	U4	U6		$17.40	Practitioner Level 4, Out-of-Clinic	96372	U4	U7		$22.14
Alcohol, and/or drug services, methadone administration and/or service (provision of the drug by a licensed program)							For individuals who need opioid maintenance, the Opioid Maintenance service should be requested					
Unit Value	1 encounter						Utilization Criteria	1 encounter				

Service Definition	As reimbursed through this service, medication administration includes the act of introducing a drug (any chemical substance that, when absorbed into the body of a living organism, alters normal bodily function) into the body of another person by any number of routes including, but not limited to the following: oral, nasal, inhalant, intramuscular injection, intravenous, topical, suppository or intraocular. Medication administration requires a written service order for Medication Administration and a written order for the medication and the administration of the medication that complies with guidelines in Part II, Section 1, Subsection 6—Medication of the Provider Manual. The order for and administration of medication must be completed by members of the medical staff pursuant to the Medical Practice Act of 2009, Subsection 43-34-23 Delegation of Authority to Nurse and Physician Assistant and must be administered by licensed or credentialed* medical personnel under the supervision of a physician or registered nurse in accordance with O.C.G.A. The service must include: 1. An assessment by the licensed/credentialed medical personnel administering the medication of the individual's physical/psychological/behavioral status in order to make recommendations regarding whether to continue medication and/or its means of administration and whether to refer the individual to the physician for medication review. 2. Education to the individual, by appropriate licensed medical personnel, on the proper administration and monitoring of prescribed medication in accordance with the individual's recovery plan.
Admission Criteria	1. Individual presents symptoms that are likely to respond to pharmacological interventions; and 2. Individual has been prescribed medications as a part of the treatment array; and 3. Individual /family/responsible caregiver is unable to self-administer/administer prescribed medication because: a. Although the individual is willing to take the prescribed medication, it is in an injectable form and must be administered by licensed medical personnel; or b. Although individual is willing to take the prescribed medication, it is a Class A controlled substance which must be stored and dispensed by medical personnel in accordance with state law; or c. Administration by licensed/credentialed medical personnel is necessary because an assessment of the individual's physical, psychological and behavioral status is required in order to make a determination regarding whether to continue the medication and/or its means of administration and/or whether to refer the individual to the physician for a medication review. d. Due to the family/caregiver's lack of capacity there is no responsible party to manage/supervise self-administration of medication (refer individual /family for CSI and/or Family or Group Training in order to teach these skills).
Continuing Stay Criteria	Individual continues to meet admission criteria.
Discharge Criteria	1. Individual no longer needs medication; or 2. Individual is able to self-administer medication; and 3. Adequate continuing care plan has been established.
Service Exclusions	1. Does not include medication given as part of an Ambulatory Detoxification protocol. Medication administered as part of this protocol is billed as Ambulatory Detoxification. 2. Must not be billed in the same day as Nursing Assessment. 3. Must not be billed while enrolled in ACT except if this Medication Administration service is utilized only for the administration of methadone (for Medicaid recipients). 4. May not be billed in conjunction with Intensive Day Treatment (Partial Hospitalization).

Clinical Exclusions	This service does not cover supervision of self-administration of medications. Self-administration of medications can be done by anyone physically and mentally capable of taking or administering medications to himself/herself. Youth and adults with mental health issues, or developmental disabilities are very often capable of self- administration of medications even if supervision by others is needed in order to adequately or safely manage self-administration of medication and other activities of daily living.
Required Components	1. There must be a written service order for Medication Administration and a written order for the medication and the administration of the medication that complies with guidelines in Part II, Section 1, Subsection 6—Medication of the Provider Manual. The order for and administration of medication must be completed by members of the medical staff pursuant to the Medical Practice Act of 2009, Subsection 43-34-23 Delegation of Authority to Nurse and Physician Assistant. The order must be in the individual's chart. Telephone/verbal orders are acceptable provided they are signed by an appropriate member of the medical staff in accordance with DBHDD requirements. 2. Documentation must support that the individual is being trained in the risks and benefits of the medications being administered and that symptoms are being monitored by the staff member administering the medication. 3. Documentation must support the medical necessity of administration by licensed/credentialed medical personnel rather than by the individual, family or caregiver. 4. Documentation must support that the individual is being trained in the principle of self-administration of medication or that the individual is physically or mentally unable to self-administer. This documentation will be subject to scrutiny by the Administrative Services Organization in reauthorizing services in this category. 5. This service does not include the supervision of self-administration of medication.
Staffing Requirements	Qualified Medication Aides working in a Community Living Arrangement (CLA) may administer medication only in a CLA.
Clinical Operations	1. Medication administration may not be billed for the provision of single or multiple doses of medication that an individual has the ability to self-administer, either independently or with supervision by a caregiver, either in a clinic or a community setting. In a group home/CCI setting, for example, medications may be managed by the house parents or residential care staff and kept locked up for safety reasons. Staff may hand out medication to the residents but this does not constitute administration of medication for the purposes of this definition and, like other watchful oversight and monitoring functions, are not reimbursable treatment services. 2. If individual/family requires training in skills needed in order to learn to manage his/her own medications and their safe self-administration and/or supervision of self-administration, this skills training service can be provided via the PSR-I, AD Support Services, or Family/Group Training services in accordance with the person's individualized recovery/resiliency plan.
Billing & Reporting Requirements	If a Medicaid claim for this service denies for a Procedure-to-Procedure edit, a modifier (59) can be added to the claim and resubmitted to the MMIS for payment.
Additional Medicaid Requirements	As in all other settings, the daily maximum within a CSU for Medication Administration is 1 unit/day.

Nursing Assessment and Health Services

Transaction Code	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod4	Rate
Nursing Assessment/ Evaluation	Practitioner Level 2, In-Clinic	T1001	U2	U6			$38.97	Practitioner Level 2, Out-of-Clinic	T1001	U2	U7			$46.76
	Practitioner Level 3, In-Clinic	T1001	U3	U6			$30.01	Practitioner Level 3, Out-of-Clinic	T1001	U3	U7			$36.68

	Practitioner Level 4, In-Clinic	T1001	U4	U6	[redacted]	$20.30	Practitioner Level 4, Out-of-Clinic	T1001	U4	U7	[redacted]	$24.36
RN Services, up to 15 minutes	Practitioner Level 2, In-Clinic	T1002	U2	U6		$38.97	Practitioner Level 2, Out-of-Clinic	T1002	U2	U7		$46.76
	Practitioner Level 3, In-Clinic	T1002	U3	U6		$30.01	Practitioner Level 3, Out-of-Clinic	T1002	U3	U7		$36.68
LPN Services, up to 15 minutes	Practitioner Level 4, In-Clinic	T1003	U4	U6		$20.30	Practitioner Level 4, Out-of-Clinic	T1003	U4	U7		$24.36
Health and Behavior Assessment, Face-to-Face w/ Patient, Initial Assessment	Practitioner Level 2, In-Clinic	96150	U2	U6		$38.97	Practitioner Level 2, Out-of-Clinic	96150	U2	U7		$46.76
	Practitioner Level 3, In-Clinic	96150	U3	U6		$30.01	Practitioner Level 3, Out-of-Clinic	96150	U3	U7		$36.68
	Practitioner Level 4, In-Clinic	96150	U4	U6		$20.30	Practitioner Level 4, Out-of-Clinic	96150	U4	U7		$24.36
Health and Behavior Assessment, Face-to-Face w/ Patient, Re-assessment	Practitioner Level 2, In-Clinic	96151	U2	U6		$38.97	Practitioner Level 2, Out-of-Clinic	96151	U2	U7		$46.76
	Practitioner Level 3, In-Clinic	96151	U3	U6		$30.01	Practitioner Level 3, Out-of-Clinic	96151	U3	U7		$36.68
	Practitioner Level 4, In-Clinic	96151	U4	U6		$20.30	Practitioner Level 4, Out-of-Clinic	96151	U4	U7		$24.36
Unit Value	15 minutes						Utilization Criteria	TBD				
Service Definition	This service requires face-to-face contact with the individual to monitor, evaluate, assess, and/or carry out a physician's orders regarding the physical and/or psychological problems of the individual. It includes: 1) Providing nursing assessments and interventions to observe, monitor and care for the physical, nutritional, behavioral health and related psychosocial issues, problems or crises manifested in the course of an individual's treatment; 2) Assessing and monitoring individual's response to medication(s) to determine the need to continue medication and/or to determine the need to refer the individual for a medication review; 3) Assessing and monitoring an individual's medical and other health issues that are either directly related to the mental health or substance related disorder, or to the treatment of the disorder (e.g. diabetes, cardiac and/or blood pressure issues, substance withdrawal symptoms, weight gain and fluid retention, seizures, etc.); 4) Consulting with the individual and individual-identified family and significant other(s) about medical, nutritional and other health issues related to the individual's mental health or substance related issues; 5) Educating the individual and any identified family about potential medication side effects (especially those which may adversely affect health such as weight gain or loss, blood pressure changes, cardiac abnormalities, development of diabetes or seizures, etc.); 6) Consulting with the individual and the individual-identified family and significant other(s) about the various aspects of informed consent (when prescribing occurs); 7) Training for self-administration of medication; 8) Venipuncture required to monitor and assess mental health, substance disorders or directly related conditions, and to monitor side effects of psychotropic medications, as ordered by as ordered by an appropriate member of the medical staff; and 9) Providing assessment, testing, and referral for infectious diseases.											
Admission Criteria	1. Individual presents with symptoms that are likely to respond to medical/nursing interventions; or 2. Individual has been prescribed medications as a part of the treatment array or has a confounding medical condition.											

Continuing Stay Criteria	1. Individual continues to demonstrate symptoms that are likely to respond to or are responding to medical interventions; or 2. Individual exhibits acute disabling conditions of sufficient severity to bring about a significant impairment in day-to-day functioning; or 3. Individual demonstrates progress relative to goals identified in the Individualized Recovery Plan, but recovery goals have not yet been achieved.
Discharge Criteria	1. An adequate continuing care plan has been established; and one or more of the following: 2. Individual no longer demonstrates symptoms that are likely to respond to or are responding to medical/nursing interventions; or 3. Goals of the Individualized Recovery Plan have been substantially met; or 4. Individual requests discharge and individual is not in imminent danger of harm to self or others.
Service Exclusions	ACT, Medication Administration, Opioid Maintenance.
Clinical Exclusions	Routine nursing activities that are included as a part of medication administration/methadone administration.
Required Components	1. Nutritional assessments indicated by an individual's confounding health issues may be billed under this code (96150, 96151). No more than 8 units specific to nutritional assessments can be billed for an individual within a year. This specific assessment must be provided by a Registered Nurse or by a Licensed Dietician. 2. This service does not include the supervision of self-administration of medication. 3. Each nursing contact should document the checking of vital signs (Temperature, Pulse, Blood Pressure, Respiratory Rate, and weight, if medically indicated or if related to behavioral health symptom or behavioral health medication side effect) in accordance with general psychiatric nursing practice. 4. Nursing assessments will assess health risks, health indicators, and health conditions given that behavioral health conditions, behavioral health medications, and physical health are intertwined. Personal/family history of Diabetes, Hypertension, and Cardiovascular Disease should be explored as well as tobacco use history, substance use history, blood pressure status, and Body Mass Index (BMI). Any sign of major health concerns should yield a medical referral to a primary health care physician/center.
Clinical Operations	1. Venipuncture services must include documentation that includes cannula size, insertion site, number of attempts, location, and individual tolerance of procedure. 2. All nursing procedures must include relevant individual centered education regarding the procedure.
Billing & Reporting Requirements	If a Medicaid claim for this service denies for a Procedure-to-Procedure edit, a modifier (59) can be added to the claim and resubmitted to the MMIS for payment.
Additional Medicaid Requirements	The daily maximum within a CSU for Nursing Assessment and Health Services is 5 units/day.

Pharmacy & Lab	
Service Definition	Pharmacy and Lab Services include operating or purchasing services to order, package, and distribute prescription medications. It includes provision of assistance to individuals to access indigent medication programs, sample medication programs and payment for necessary medications when no other funding source is available. This service provides for appropriate lab work, such as drug screens and medication levels to be performed. This service is to ensure that necessary medication and lab services are not withheld or delayed to individuals based on inability to pay.
Admission Criteria	Individual has been assessed by a prescribing professional to need a psychotropic, anti-cholinergic, addiction specific, or anti-convulsant (as related to behavioral health issue) medication and/or lab work required for persons entering services, and/or monitoring medication levels.
Continuing Stay Criteria	Individual continues to meet the admission criteria as determined by the prescribing professional.
Discharge Criteria	1. Individual no longer demonstrates symptoms that are likely to respond to or are responding to pharmacologic interventions; or 2. Individual requests discharge and individual is not imminently dangerous or under court order for this intervention.

Required Components	1. Service must be provided by a licensed pharmacy or through contract with a licensed pharmacy. 2. Agency must participate in any pharmaceutical rebate programs or pharmacy assistance programs that promote individual access in obtaining medication. 3. Providers shall assist individuals who have an inability to pay for medications in accessing the local Division of Family & Children Services or the Social Security Administration to explore options for Medicaid eligibility.
Additional Medicaid Requirements	Not a Medicaid Rehabilitation Option "service." Medicaid recipients may access the general Medicaid pharmacy program as defined by the Department of Community Health.
Reporting and Billing Requirements	The agency shall adhere to expectations set forth in its contract for reporting related information.

Psychiatric Treatment

Transaction Code		Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate
E/M New Patient	10 minutes	Practitioner Level 1, In-Clinic	99201	U1	U6			38.81	Practitioner Level 2, In-Clinic	99201	U2	U6			25.98
		Practitioner Level 1, Out-of-Clinic	99201	U1	U7			49.39	Practitioner Level 2, Out-of-Clinic	99201	U2	U7			31.17
		Practitioner Level 1	99201	GT	U1			38.81	Practitioner Level 2	99201	GT	U2			25.98
	20 minutes	Practitioner Level 1, In-Clinic	99202	U1	U6			77.61	Practitioner Level 2, In-Clinic	99202	U2	U6			51.96
		Practitioner Level 1, Out-of-Clinic	99202	U1	U7			98.79	Practitioner Level 2, Out-of-Clinic	99202	U2	U7			62.35
		Practitioner Level 1	99202	GT	U1			77.61	Practitioner Level 2	99202	GT	U2			51.96
	30 minutes	Practitioner Level 1, In-Clinic	99203	U1	U6			116.42	Practitioner Level 2, In-Clinic	99203	U2	U6			77.94
		Practitioner Level 1, Out-of-Clinic	99203	U1	U7			148.18	Practitioner Level 2, Out-of-Clinic	99203	U2	U7			93.52
		Practitioner Level 1	99203	GT	U1			116.42	Practitioner Level 2	99203	GT	U2			77.94
	45 minutes	Practitioner Level 1, In-Clinic	99204	U1	U6			174.63	Practitioner Level 2, In-Clinic	99204	U2	U6			116.90
		Practitioner Level 1, Out-of-Clinic	99204	U1	U7			222.26	Practitioner Level 2, Out-of-Clinic	99204	U2	U7			140.28
		Practitioner Level 1	99204	GT	U1			174.63	Practitioner Level 2	99204	GT	U2			116.90
	60 minutes	Practitioner Level 1, In-Clinic	99205	U1	U6			232.84	Practitioner Level 2, In-Clinic	99205	U2	U6			155.88
		Practitioner Level 1, Out-of-Clinic	99205	U1	U7			296.36	Practitioner Level 2, Out-of-Clinic	99205	U2	U7			187.04
		Practitioner Level 1	99205	GT	U1			232.84	Practitioner Level 2	99205	GT	U2			155.88
E/M Established Patient	5 minutes	Practitioner Level 1, In-Clinic	99211	U1	U6			19.40	Practitioner Level 2, In-Clinic	99211	U2	U6			12.99
		Practitioner Level 1, Out-of-Clinic	99211	U1	U7			24.70	Practitioner Level 2, Out-of-Clinic	99211	U2	U7			15.59
		Practitioner Level 1	99211	GT	U1			19.40	Practitioner Level 2	99211	GT	U2			12.99

	10 minutes	Practitioner Level 1, In-Clinic	99212	U1	U6	[redacted]	38.81	Practitioner Level 2, In-Clinic	99212	U2	U6	[redacted]	25.98
		Practitioner Level 1, Out-of-Clinic	99212	U1	U7		49.39	Practitioner Level 2, Out-of-Clinic	99212	U2	U7		31.17
		Practitioner Level 1	99212	GT	U1		38.81	Practitioner Level 2	99212	GT	U2		25.98
	15 minutes	Practitioner Level 1, In-Clinic	99213	U1	U6		58.21	Practitioner Level 2, In-Clinic	99213	U2	U6		38.97
		Practitioner Level 1, Out-of-Clinic	99213	U1	U7		74.09	Practitioner Level 2, Out-of-Clinic	99213	U2	U7		46.76
		Practitioner Level 1	99213	GT	U1		58.21	Practitioner Level 2	99213	GT	U2		38.97
	25 minutes	Practitioner Level 1, In-Clinic	99214	U1	U6		97.02	Practitioner Level 2, In-Clinic	99214	U2	U6		64.95
		Practitioner Level 1, Out-of-Clinic	99214	U1	U7		123.48	Practitioner Level 2, Out-of-Clinic	99214	U2	U7		77.93
		Practitioner Level 1	99214	GT	U1		97.02	Practitioner Level 2	99214	GT	U2		64.95
	40 minutes	Practitioner Level 1, In-Clinic	99215	U1	U6		155.23	Practitioner Level 2, In-Clinic	99215	U2	U6		103.92
		Practitioner Level 1, Out-of-Clinic	99215	U1	U7		197.57	Practitioner Level 2, Out-of-Clinic	99215	U2	U7		124.69
		Practitioner Level 1	99215	GT	U1		155.23	Practitioner Level 2	99215	GT	U2		103.92
Unit Value		1 encounter (Note: Time-in/Time-out is required in the documentation as it justifies which code above is billed)						Utilization Criteria	TBD				
Service Definition		The provision of specialized medical and/or psychiatric services that include, but are not limited to: a. Psychotherapeutic services with medical evaluation and management including evaluation and assessment of physiological phenomena (including co-morbidity between behavioral and physical health care issues); b. Assessment and monitoring of an individual's status in relation to treatment with medication; c. Assessment of the appropriateness of initiating or continuing services. Individuals must receive appropriate medical interventions as prescribed and provided by appropriate members of the medical staff pursuant to the Medical Practice Act of 2009, Subsection 43-34-23 Delegation of Authority to Nurse and Physician Assistant that shall support the individualized goals of recovery as identified by the individual and their Individualized Recovery Plan (within the parameters of the person's informed consent).											
Admission Criteria		1. Individual is determined to be in need of psychotherapy services and has confounding medical issues which interact with behavioral health diagnosis, requiring medical oversight; or 2. Individual has been prescribed medications as a part of the treatment array.											
Continuing Stay Criteria		1. Individual continues to meet the admission criteria; or 2. Individual exhibits acute disabling conditions of sufficient severity to bring about a significant impairment in day-to-day functioning; or 3. Individual continues to present symptoms that are likely to respond to pharmacological interventions; or 4. Individual continues to demonstrate symptoms that are likely to respond or are responding to medical interventions; or 5. Individual continues to require management of pharmacological treatment in order to maintain symptom remission.											
Discharge Criteria		1. An adequate continuing care plan has been established; and one or more of the following: 2. Individual has withdrawn or been discharged from service; or 3. Individual no longer demonstrates symptoms that need pharmacological interventions.											
Service Exclusions		Not offered in conjunction with ACT.											
Clinical Exclusions		Services defined as a part of ACT.											

Required Components	1. Telemedicine may be utilized for an initial Psychiatric Diagnostic Examination as well as for ongoing Psychiatric Diagnostic Examination via the use of appropriate procedure codes with the GT modifier. 2. When providing psychiatric services to individuals who are deaf, deaf-blind, and/or hard of hearing, psychiatrists shall demonstrate training, supervision, or consultation with a qualified professional as approved by DBHDD Deaf Services.
Clinical Operations	1. In accordance with recovery philosophy, it is expected that individuals will be treated as full partners in the treatment regimen/services planned and received. As such, it is expected that practitioners will fully discuss treatment options with individuals and allow for individual choice when possible. Discussion of treatment options should include a full disclosure of the pros and cons of each option (e.g. full disclosure of medication/treatment regimen potential side effects, potential adverse reactions--including potential adverse reaction from not taking medication as prescribed, and expected benefits). If such full discussion/disclosure is not possible or advisable according to the clinical judgment of the practitioner, this should be documented in the individual's chart (including the specific information that was not discussed and a compelling rationale for lack of discussion/disclosure). 2. Assistive tools, technologies, worksheets, etc. can be used by the served individual to facilitate communication about treatment, symptoms, improvements, etc. with the treating practitioner. If this work falls into the scope of Interactive Complexity it is noted in accordance with that definition. 3. This service may be provided with Individual Counseling codes 90833 and 90836, but the two services must be separately identifiable. 4. For purposes of this definition, a "new patient" is an individual who has not received an E/M code service from that agency within the past three years. If an individual has engaged with the agency, and has seen a non-physician for a BH Assessment, they are still considered a "new patient" until after the first E/M service is completed.
Service Accessibility	Telemedicine is the use of medical information exchanged from one site to another via electronic communications to improve a patient's health. Electronic communication means the use of interactive telecommunications equipment that includes, at a minimum, audio and video equipment permitting two-way, real time interactive communication between the patient, and the physician or practitioner at the distant site.
Additional Medicaid Requirements	1. The daily maximum within a CSU for E/M is 1 unit/day. 2. Even if a physician also has his/her own Medicaid number, the physician providing behavioral health treatment and care through this code should bill via the approved provider agency's Medicaid number through the Medicaid Category of Service (COS) 440.
Reporting and Billing Requirements	1. Within this service group, a second unit with a U1 modifier may be used in the event that a Telemedicine Psychiatric Treatment unit is provided and it indicates a need for a face-to-face assessment (e.g. 99213GTU1 is billed and it is clinically indicated that a face-to-face by an on-site physician needs to immediately follow based upon clinical indicators during the first intervention, then 99213U1, can also be billed in the same day). 2. Within this service group, there is an allowance for when a U2 practitioner conducts an intervention and, because of clinical indicators presenting during this intervention, a U1 practitioner needs to provide another unit due to the concern of the U2 supervisee (e.g. Physician's Assistant provides and bills 90805U2U6 and because of concerns, requests U1 intervention following his/her billing of U2 intervention). The use of this practice should be rare and will be subject to additional utilization review scrutiny. 3. These E/M codes are based upon time (despite recent CPT guidance). The Georgia Medicaid State Plan is priced on time increments and therefore time will remain the basis of justification for the selection of codes above for the near term. 4. The Rounding protocol set forth in the Community Service Requirements for All Providers, Section III, Documentation Requirements must be used when determining the billing code submitted to DBHDD or DCH. Billing guidance for rounding of Psychiatric Treatment is as follows: 99201 is billed when time with a new person-served is 5-15 minutes. 99202 is billed if the time with a new person-served is 16-25 minutes. 99203 is billed if the time with a new person-served is 26-37 minutes. 99204 is billed if the time with a new person-served is 38-52 minutes. 99205 is billed if the time with a new person-served is 53 minutes or longer. 99211 is billed when time with an established person-served is 3-7 minutes. 99212 is billed if the time with an established person-served is 8-12 minutes. 99213 is billed if the time with an established person-served is 13-20 minutes.

	99214 is billed if the time with an established person-served 21-32 minutes. 99215 is billed if the time with an established person-served is 33 minutes or longer. 5. If a Medicaid claim for this service denies for a Procedure-to-Procedure edit, a modifier (25) can be added to the claim and resubmitted to the MMIS for payment.

Psychological Testing: Psychological Testing – Psycho-diagnostic assessment of emotionality, intellectual abilities, personality and psycho-pathology														
Transaction Code	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate
per hr of psychologist or physician time, both face-to-face w/ the patient and time interpreting test results and preparing report)	Practitioner Level 2, In-Clinic	96101	U2	U6			$155.87	Practitioner Level 2, Out-of-Clinic	96101	U2	U7			$187.04
w/ qualified healthcare professional interpretation and report, administered by technician, per hr of technician time, face-to-face	Practitioner Level 3, In-Clinic	96102	U3	U6			$120.04	Practitioner Level 4, In-Clinic	96102	U4	U6			$81.18
	Practitioner Level 3, Out-of-Clinic	96102	U3	U7			$146.71	Practitioner Level 4, Out-of-Clinic	96102	U4	U7			$97.42
Unit Value	1 hour							Utilization Criteria	TBD					
Service Definition	Psychological testing consists of a face-to-face assessment of emotional functioning, personality, cognitive functioning (e.g. thinking, attention, memory) or intellectual abilities using an objective and standardized tool that has uniform procedures for administration and scoring and utilizes normative data upon which interpretation of results is based. Psychological tests are only administered and interpreted by those who are properly trained in their selection and application. The practitioner administering the test ensures that the testing environment does not interfere with the performance of the examinee and ensures that the environment affords adequate protections of privacy and confidentiality. This service covers both the face-to-face administration of the test instrument(s) by a qualified examiner as well as the time spent by a psychologist or physician (with the proper education and training) interpreting the test results and preparing a written report.													
Admission Criteria	1. A known or suspected mental illness or substance-related disorder; and 2. Initial screening/intake information indicates a need for additional undetermined supports and recovery/resiliency planning; and 3. Individual meets DBHDD eligibility.													
Continuing Stay Criteria	The Individual's situation/functioning has changed in such a way that previous assessments are outdated.													
Discharge Criteria	Each intervention is intended to be a discrete time-limited service that modifies treatment/support goals or is indicated due to change in illness/disorder.													
Staffing Requirements	The term "psychologist" is defined in the Approved Behavioral Health Practitioners table in Section II of this manual (Reference § 43-39-1 and § 43-39-7).													
Required Components	1. There may be no more than one comprehensive battery of 96101 and 96102 provided to one individual within a year. 2. There may be no more than 10 combined hours of 96101 and 96012 provided to one individual within a year.													

	3. When providing psychological testing to individuals who are deaf, deaf-blind, or hard of hearing, practitioner shall demonstrate training, supervision, and/or consultation with a qualified professional as approved by DBHDD Deaf Services.
Billing & Reporting Requirements	If a Medicaid claim for this service denies for a Procedure-to-Procedure edit, a modifier (59) can be added to the claim and resubmitted to the MMIS for payment.

Psychosocial Rehabilitation-Individual

Transaction Code	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate
Psychosocial Rehabilitation	Practitioner Level 4, In-Clinic	H2017	HE	U4	U6		$20.30	Practitioner Level 4, Out-of-Clinic	H2017	HE	U4	U7		$24.36
	Practitioner Level 5, In-Clinic	H2017	HE	U5	U6		$15.13	Practitioner Level 5, Out-of-Clinic	H2017	HE	U5	U7		$18.15
Unit Value	15 minutes							Utilization Criteria	TBD					

Service Definition

Psychosocial Rehabilitation-Individual (PSR-I) services consist of rehabilitative skills building, the personal development of environmental and recovery supports considered essential in improving a person's functioning, learning skills to promote the person's self-access to necessary services and in creating environments that promote recovery and support the emotional and functional improvement of the individual. The service activities of Psychosocial Rehabilitation-Individual include:

1. Providing skills support in the person's self-articulation of personal goals and objectives;
2. Assisting the person in the development of skills to self-manage or prevent crisis situations;
3. Individualized interventions in living, learning, working, other social environments, which shall have as objectives:
   a) Identification, with the person, of strengths which may aid him/her in achieving recovery, as well as barriers that impede the development of skills necessary for functioning in work, with peers, and with family/friends;
   b) Supporting skills development to build natural supports (including support/assistance with defining what wellness means to the person in order to assist them with recovery-based goal setting and attainment);
   c) Assistance in the development of interpersonal, community coping and functional skills (which may include adaptation to home, adaptation to work, adaptation to healthy social environments, learning/practicing skills such as personal financial management, medication self-monitoring, symptom self-monitoring, etc.);
   d) Assistance in the acquisition of skills for the person to self-recognize emotional triggers and to self-manage behaviors related to the behavioral health issue;
   e) Assistance with personal development, work performance, and functioning in social and family environments through teaching skills/strategies to ameliorate the effect of behavioral health symptoms;
   f) Assistance in enhancing social and coping skills that ameliorate life stresses resulting from the person's mental illness/addiction;
   g) Assist the person in his/her skills in gaining access to necessary rehabilitative, medical, social and other services and supports;
   h) Assistance to the person and other supporting natural resources with illness understanding and self-management (including medication self-monitoring); and
   i) Identification, with the individual and named natural supporters, of risk indicators related to substance related disorder relapse, and the development of skills and strategies to prevent relapse.

This service is provided in order to promote stability and build towards functioning in the person's daily environment. Stability is measured by a decreased number of hospitalizations, by decreased frequency and duration of crisis episodes and by increased and/or stable participation in community/work activities. Supports based on the person's needs are used to promote recovery while understanding the effects of the mental illness and/or substance use/abuse and to promote functioning.

Admission Criteria

1. Individuals with one of the following: Mental Health (MH) Diagnosis, Substance-Related Disorder, Co-Occurring Substance-Related Disorder and MH Diagnosis, Co-Occurring MH Diagnosis and Developmental Disabilities (DD), or Co-Occurring Substance-Related Disorder and DD and one or more of the following:
2. Individual may need assistance with developing, maintaining, or enhancing social supports or other community coping skills; or
3. Individual may need assistance with daily living skills including coordination to gain access to necessary rehabilitative and medical services.

Continuing Stay Criteria	1. Individual continues to meet admission criteria; and 2. Individual demonstrates documented progress or maintenance of community skills relative to goals identified in the Individualized Recovery Plan.
Discharge Criteria	1. An adequate continuing care plan has been established; and one or more of the following: 2. Goals of the Individualized Recovery Plan have been substantially met; or 3. Individual requests discharge and the individual is not in imminent danger of harm to self or others; or 4. Transfer to another service/level of care is warranted by change in individual's condition; or 5. Individual requires more intensive services.
Clinical Exclusions	1. There is a significant lack of community coping skills such that a more intensive service is needed. 2. Individuals with the following conditions are excluded from admission unless there is clearly documented evidence of a co-occurring Behavioral Health condition: Developmental Disability, Autism, Organic Mental Disorder, Traumatic Brain Injury.
Required Components	1. Psychosocial Rehabilitation-Individual services must include a variety of interventions in order to assist the individual in developing: a. Symptom self-monitoring and self-management of symptoms. b. Strategies and supportive interventions for avoiding out-of-community treatment for adults and building stronger knowledge of the adult's strengths and limitations. c. Relapse prevention strategies and plans. 2. Psychosocial Rehabilitation-Individual services focus on building and maintaining a therapeutic relationship with the individual and facilitating treatment and recovery goals. 3. Contact must be made with the individual receiving PSR-I services a minimum of twice each month. 4. In the absence of the required monthly face-to-face contact and if at least two unsuccessful attempts to make face-to-face contact have been tried and documented, the provider may bill for a maximum of two telephone contacts in that specified month. 5. There may be instances where a person has an order and authorization to receive PSR-Group in addition to PSR-I. When the person is in attendance at the PSR-Group program and a staff provides support to the served individual on a one-to-one basis, the PSR Specialty provider may bill this PSR-I code. In this specific circumstance, the PSR group program shall not count for that time within in its hourly claims submission. There must be a PSR-I note which is individualized and indicates the one-to-one nature of the intervention. 6. When the primary focus of PSR-I is for medication maintenance, the following allowances apply: a. These individuals are not counted in the offsite service requirement or the individual-to-staff ratio; and b. These individuals are not counted in the monthly face-to-face contact requirement; however, face-to-face contact is required every 3 months and monthly calls are an allowed billable service.
Staffing Requirements	PSR-I practitioners may have the recommended individual-to-staff ratio of 30 individuals per staff member and must maintain a maximum ratio of 50 individuals per staff member. Individuals who receive only medication maintenance are not counted in the staff ratio calculation.
Clinical Operations	1. The organization must have a Psychosocial Rehabilitation-Individual Organizational Plan that addresses the following: a. Description of the particular rehabilitation, recovery and natural support development models utilized, types of intervention practiced, and typical daily schedule for staff; b. Description of the staffing pattern and how staff are deployed to assure that the required staff-to-individual ratios are maintained, including how unplanned staff absences, illnesses, or emergencies are accommodated, case mix, access, etc.; c. Description of the hours of operations as related to access and availability to the individuals served; d. Description of how the plan for services is modified or adjusted to meet the needs specified in every Individualized Recovery Plan; and e. If the service is offered through an agency which provides PSR-Group, then there is a description of how the agency has protocols and accountability procedures to assure that there is no duplication of billing when the person is being supported through the group model. 2. Utilization (frequency and intensity) of PSR-I should be directly related to the ANSA and to other functional elements in the assessment. In addition, when clinical/functional needs are great, there should be complementary therapeutic services by licensed/credential professionals paired with the provision of PSR-I (individual, group, family, etc.).

Service Accessibility	1. There must be documented evidence that service hours of operation include evening, weekend, and holiday hours. 2. "Medication Maintenance Track," individuals who require more than 4 contacts per quarter for two consecutive quarters (as based upon need) are expected to be re-evaluated with ANSA for enhanced access to PSR-I. The designation of PSR-I "medication maintenance track" should be lifted and exceptions stated above are no longer allowed.
Reporting and Billing Requirements	Unsuccessful attempts to make contact with the individual are not billable.

Service Plan Development

Transaction Code	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate
Service Plan Development	Practitioner Level 2, In-Clinic	H0032	U2	U6			$38.97	Practitioner Level 2, Out-of-Clinic	H0032	U2	U7			$46.76
	Practitioner Level 3, In-Clinic	H0032	U3	U6			$30.01	Practitioner Level 3, Out-of-Clinic	H0032	U3	U7			$36.68
	Practitioner Level 4, In-Clinic	H0032	U4	U6			$20.30	Practitioner Level 4, Out-of-Clinic	H0032	U4	U7			$24.36
	Practitioner Level 5, In-Clinic	H0032	U5	U6			$15.13	Practitioner Level 5, Out-of-Clinic	H0032	U5	U7			$18.15
Unit Value*	15 minutes							Utilization Criteria	TBD					

Service Definition

Individuals access this service when it has been determined through an assessment that the individual has mental health or addictive disease concerns. The Individualized Recovery Plan (IRP) results from the Diagnostic and Behavioral Health Assessments and is required within the first 30 days of service, with ongoing plans completed as demanded by individual need and/or by service policy.

Information from a comprehensive assessment should ultimately be used to develop with the individual an IRP that supports recovery and is based on goals identified by the individual. Friends, family and other natural supports may be included at the discretion and direction of the individual for whom services/supports are being planned. Also, as indicated, medical, nursing, peer support, community support, nutritional staff, etc. should provide information from records, and various multi-disciplinary assessments for the development of the IRP.

The cornerstone component of the IRP involves a discussion with the individual regarding what recovery means to him/her personally (e.g. getting/keeping a job, having more friends/improved relationships, improvement of behavioral health symptoms, etc.), and the development of goals (i.e. outcomes) and objectives that are defined by and meaningful to the individual based upon his/her articulation of their recovery hopes. Concurrent with the development of the IRP, the individual should be offered the opportunity to develop an Advanced Directive for behavioral healthcare with the individual guiding the process through the free expression of their wishes and through his/her assessment of the components developed for the Advanced Directive as being realistic for him/her.

The entire process should involve the individual as a full partner and should focus on service and recovery goals/outcomes as identified by the individual.

Recovery planning shall set forth the course of care by:

- Prioritizing problems and needs;
- Stating goals which will honor achievement of stated hopes, choice, preferences and desired outcomes of the individual;
- Assuring goals/objectives are related to the assessment;
- Defining goals/objectives that are individualized, specific, and measurable with achievable timeframes;
- Defining discharge criteria and desired changes in levels of functioning and quality of life to objectively measure progress;

	• Transition planning at onset of service delivery; • Selecting services and interventions of the right duration, intensity, and frequency to best accomplish these objectives; • Assuring there is a goal/objective that is consistent with the service intent; and • Identifying qualified staff who are responsible and designated for the provision of services.
Admission Criteria	1. A known or suspected mental illness or substance-related disorder; and 2. Initial screening/intake information indicates a need for additional undetermined supports and recovery/resiliency planning; and 3. Individual meets DBHDD eligibility.
Continuing Stay Criteria	The individual's situation/functioning has changed in such a way that previous assessments are outdated.
Discharge Criteria	Each intervention is intended to be a discrete time-limited service that modifies treatment/support goals or is indicated due to change in illness/disorder.
Service Exclusions	Assertive Community Treatment.
Required Components	The service plan must include elements articulated in the Documentation Guideline chapter in this Provider Manual.
Clinical Operations	1. The individual (and any other individual-identified natural supports) should actively participate in planning processes. 2. The Individualized Recovery Plan should be directed by the individual's personal recovery goals as defined by that individual. 3. Advanced Directive/Crisis Planning shall be directed by the individual served and their needs/wishes to the extent possible and clinically appropriate. Plans should not contain elements/components that are not agreeable to, meaningful for, or realistic for the person and that the person is, therefore, not likely to follow through with. 4. Guidelines for recovery/resiliency planning are contained in the DBHDD Requirements for Community Providers in this Provider Manual.
Additional Medicaid Requirements	The daily maximum within a CSU for combined Behavioral Health Assessment and Service Plan Development is 24 units/day.
Documentation Requirements	1. The initial authorization/IRP and each subsequent authorization/IRP must be completed within the time-period specified by DBHDD. 2. Every record must contain an IRP in accordance with these Service Guidelines and with the DBHDD Requirements contained in this Provider Manual.

ADULT SPECIALTY SERVICES:

AD Peer Support Program														
Transaction Code	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate
AD Peer Support Services	SA Program, Group Setting, Practitioner Level 4, In-Clinic	H0038	HF	HQ	U4	U6	17.72	SA Program, Group Setting, Practitioner Level 4, Out-of-Clinic	H0038	HF	HQ	U4	U7	21.64
	SA Program, Group Setting, Practitioner Level 5, In-Clinic	H0038	HF	HQ	U5	U6	13.20	SA Program, Group Setting, Practitioner Level 5, Out-of-Clinic	H0038	HF	HQ	U5	U7	16.12
Unit Value	1 hour							Utilization Criteria	TBD					
Service Definition	This service provides structured activities (in an agency or community-based setting) which promote recovery, self-advocacy, relationship enhancement, self-awareness and values, and self-directed care. Individuals served are introduced to the reality that there are many different pathways to recovery and each individual determines his or her own way. Supports are recovery-oriented. This occurs when individuals share the goal of long-term recovery. Individuals served are encouraged to initiate and lead group activities and each participant identifies his/her own individual goals for recovery. Activities must promote self-directed recovery by honoring the many pathways to recovery, by tapping into each participant's strengths and by helping each to recognize his/her "recovery capital", the reality that each individual has internal and external resources that they can draw upon to keep them well. Interventions are approached from a lived experience perspective but also are based upon the Science of Addiction Recovery framework. Supportive interactions include motivational interviewing, recovery planning, resource utilization, strengths identification and development, support in considering theories of change, building recovery empowerment and self-efficacy. There is also advocacy support with the individual to have recovery dialogues with their identified natural and formal supporters.													
Admission Criteria	1. Individual must have a substance related issue; and one or more of the following: a. Individual needs peer-based recovery support for the acquisition of skills needed to engage in and maintain recovery; or b. Individual needs assistance to develop self-advocacy skills to achieve decreased dependency on formalized treatment systems; or c. Individual needs assistance and support to prepare for a successful work experience; or d. Individual needs peer modeling to increase responsibilities for his /her own recovery.													
Continuing Stay Criteria	1. Individual continues to meet admission criteria; and 2. Progress notes document progress relative to goals identified in the Individualized Recovery Plan, but treatment/recovery goals have not yet been achieved.													
Discharge Criteria	1. An adequate continuing care plan has been established; and one or more of the following: 2. Goals of the Individualized Recovery Plan have been substantially met; or 3. Individual served/family requests discharge; or 4. Transfer to another service/level is more clinically appropriate.													
Service Exclusions	Crisis Stabilization Unit (however, those utilizing transitional beds within a Crisis Stabilization Unit may access this service).													
Clinical Exclusions	Individuals diagnosed with a mental illness that have no co-occurring Substance-Related Disorder.													

Required Components	1. AD Peer Support Program services may operate as a program within a Tier 1 or Tier 2 provider, an Intensive Outpatient Provider (IOP) specialty provider, a WTRS provider or an established peer program. 2. AD Peer Support Program services must be operated for no less than 3 days a week, no less than 12 hours/week, no less than 4 hours per day, typically during day, evening and weekend hours. Any agency may offer additional hours on additional days in addition to these minimum requirements (up to the daily max). 3. Individuals participating in the service at any given time must have the opportunity to participate in and make decisions about the activities that are conducted or services offered within the AD Peer Support Program, and about the schedule of those activities and services, as well as other operational issues. 4. The AD Peer Support Program should operate as an integral part of the agency's scope of services. 5. When needed and in collaboration with a participant, the Program Leader may call multidisciplinary team meetings regarding that individual's needs and desires, and a Certified Peer Specialist Addictive Diseases (CPS-AD) providing services for and with an individual must be allowed to participate in multidisciplinary team meetings.
Staffing Requirements	1. The individual leading and managing the day-to-day operations of the program must be a CPS-AD. 2. The AD Peer Support Program shall be supervised by an independently licensed practitioner or one of the following addiction credentials: CAC II, GCADC II/III, or MAC. 3. CPS-AD Program Leader is dedicated to the service at least 20 hours per week. 4. The Program Leader and other CPS-ADs AD Peer Support Recovery program may be shared with other programs as long as the Program Leader is present at least 50% of the hours the Peer Recovery program is in operation, and as long as the Program leader and the CPS-AD are available as required for supervision and clinical operations, and as long as they are not counted in individual to staff ratios for 2 different programs operating at the same time. 5. Services must be provided and/or activities led by staff who are CPS-ADs or other individuals under the supervision of a CPS-AD. A specific activity may be led by someone who is not a consumer but is a guest invited by peer leadership. 6. The maximum face-to-face ratio cannot be more than 15 individuals to 1 CPS-AD direct service/program staff, based on the average daily attendance in the past three (3) months of individuals in the program. 7. All CPS-ADs providing this support must have an understanding of recovery principles as defined by the Substance Abuse Mental Health Services Administration and the Recovery Bill of Rights published by Faces and Voices of Recovery, Inc. and must possess the skills and abilities to assist other individuals in their own recovery processes.
Clinical Operations	1. This service must operate at an established site approved to bill Medicaid for services. However, individuals or group activities may take place offsite in natural community settings as appropriate for the individualized Recovery Plan (IRP) developed by each individual with assistance from the Program Staff. 2. Individuals receiving AD Peer Support Program services must demonstrate or express a need for recovery assistance. 3. Individuals entering AD Peer Support Program services must have a qualifying diagnosis present in the medical record prior to the initiation of formal clinical services. The diagnosis must be given by persons identified in O.C.G.A. Practice Acts as qualified to provide a diagnosis. 4. This service may operate in the same building as other day services; however, there must be a distinct separation between services in staffing, program description, and physical space during the hours the Peer Recovery program is in operation except as noted above. 5. Adequate space, equipment, furnishings, supplies, and other resources must be provided in order to effectively provide services and so that the program environment is clean and in good repair. Space, equipment, furnishings, supplies transportation, and other resources for individual use within the Peer Recovery program must not be substantially different from space provided for other uses for similar numbers of individuals. 6. Staff of the AD Peer Support Program must be treated as equal to any other staff of the facility or organization and must be provided equivalent opportunities for training (both mandated and offered) and pay and benefits competitive and comparable to the state's peer workforce and based on experience and skill level. 7. When this service is used in conjunction with Psychosocial Rehabilitation or ACT, documentation must demonstrate careful planning to maximize the effectiveness of this service as well as appropriate reduction in service amounts. Utilization of this service in conjunction with these services is subject to review by the Administrative Services Organization. 8. Each individual must be provided the opportunity for peer assistance in the form of recovery coaches and allies and community networking to achieve stated goals. 9. AD Peer Support Programs must offer a range recovery activities developed and led by consumers, with the recognition of and respect for the fact that there are many pathways to recovery.

Clinical Operations, continued	10. The program must have an AD Peer Support Program *Organizational Plan* addressing the following: a. A Recovery Bill of Rights as developed and promoted by Faces and Voices of Recovery, Inc. This philosophy must be actively incorporated into all services and activities and: i. View each individual as the driver of his/her recovery process. ii. Promote the value of self-help, peer support, and personal empowerment to foster recovery. iii. Promote information about the science of addiction, recovery. iv. Promote peer-to-peer training of individual skills, community resources, group and individual advocacy and the concept of "giving back". v. Promote the concepts of employment and education to foster self-determination and career advancement. vi. Support each individual to embrace SAMHSA's *Recovery Principles* and to utilize community resources and education regarding health, wellness and support from peers to replace the need for clinical treatment services. vii. Support each individual to fully participate in communities of their choosing in the environment most supportive of their recovery and that promotes housing of his/her choice and to build and support recovery connections and supports within his/her own community. viii. Actively seek ongoing input into program and service content so as to meet each individual's needs and goals and fosters the recovery process. b. A description of the particular consumer empowerment models utilized, types of activities offered, and typical daily activities and schedule. If offered, meals must be described as an adjunctive peer relation building activity rather than as a central activity. c. A description of the staffing pattern plans for staff who have or will have CPS-AD and appropriate addiction counselor credentials, and how staff are deployed to assure that the required staff-to-individual ratios are maintained, including how unplanned staff absences, illnesses, and emergencies are accommodated. d. A description of how peer practitioners within the agency are given opportunities to meet with or otherwise receive support from other peers (including CPS-AD) both within and outside the agency. e. A description of how individuals are encouraged and supported to seek Georgia certification as CPS-AD through participation in training opportunities and peer or other counseling regarding anxiety following certification. f. A description of test-taking skills and strategies, assistance with study skills. Information about training and testing opportunities, opportunities to hear from and interact with peers who are already certified, additional opportunities for peer staff to participate in clinical team meetings at the request of a participant, and the procedure for the Program Leader to request a team meeting. g. A description of the hours of operation, the staff assigned, and the types of services and activities provided for and by individuals served, as well as for families, parents, and /or guardians. h. A description of the program's decision-making processes, including how participants' direct decision-making about both individual and program-wide activities and about key polices and dispute resolution processes. i. A description of how individuals participating in the service at any given time are given the opportunity to participate in and make decisions about the activities that are conducted or services offered within the Peer Recovery program, about the schedule of those activities and services, and other operational issues. j. A description of the space furnishings, materials, supplies, transportation, and other resources available for individuals participating in the Peer Recovery services. k. A description of the governing body and /or advisory structures indicating how this body/structure meets requirements for peer leadership and cultural diversity. l. A description of how the plan for services and activities is modified or adjusted to meet the needs specified in IRP. m. A description of how individual requests for discharge and change in service or service intensity are handled. 11. Assistive tools, technologies, worksheets, (e.g. SOAR; Recovery Check-Ins; Motivational Interviewing; Cultural Competence, Stigma & Labeling etc.) can be used by the Peer Recovery staff to work with the served individual to improve his/her communication about treatment, symptoms, improvements, etc. with treating behavior health and medical practitioners.
Documentation Requirements	1. Providers must document services in accordance with the specifications for documentation requirements specified in Part II, Section III of the Provider Manual. 2. The provider has several alternatives for documenting progress notes:

	a. Weekly progress notes must document the individual's progress relative to functioning and skills related to the person-centered goals identified in his/her IRP. This progress note aligns the weekly Peer Support-Group activities reported against the stated interventions on the individualized recovery plan, and documents progress toward goals. This progress note may be written by any practitioner who provided services over the course of that week; or b. If the agency's progress note protocol demands a detailed daily note which documents the progress above, this daily detail note can suffice to demonstrate functioning, skills, and progress related to goals and related to the content of the group intervention; or c. If the agency's progress note protocol demands a detailed hourly note which documents the progress above, this daily detail note can suffice to demonstrate functioning, skills, and progress related to goals and related to the content of the group intervention. 3. While billed in increments, the Peer Support Program service is a program model. Daily time in/time out is tracked for while the person is present in the program, but due to time/in out not being required for each intervention, the time in/out may not correlate with the units billed as the time in/out will include breaks taken during the course of the program. However, the units noted on the log should be consistent with the units billed and, if noted, on the weekly progress note. If the units documented are not consistent, the most conservative number of units will be utilized and may result in a billing discrepancy. 4. Rounding is applied to the person's cumulative hours/day at the Peer program (excluding non-programmatic time). The provider shall follow the guidance in the rounding policy included in this Provider Manual, and, specific to this service, the person served must have participated in at least 50% of the hour in order to bill for one unit of this service. So for instance, if an individual participates in the program from 9-1:15 excluding a 30 minute break for lunch, his/her participating hours are 3.75 hours. The rounding policy is applied to the .75 hour and the units billed for that day are 4 units. Practitioner type must still be addressed and so that 4 units must be adequately assigned to either a U4 or U5 practitioner type as reflected in the log for that day's activities. 5. A provider shall only record units in which the individual was actively engaged in services. Meals and breaks must not be included in the reporting of units of service delivered. Should an individual leave the program or receive other services during the range of documented time in/time out for Peer Support Program hours, the absence should be documented on the log.

AD Peer Support Services- Individual

Transaction Code	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate
AD Peer Support Services	SA Program, Practitioner Level 4, In-Clinic	H0038	HF	U4	U6		20.30	SA Program, Practitioner Level 4, Out-of-Clinic	H0038	HF	U4	U7		24.36
	SA Program, Practitioner Level 5, In-Clinic	H0038	HF	U5	U6		15.13	SA Program, Practitioner Level 5, Out-of-Clinic	H0038	HF	U5	U7		18.15
Unit Value	15 minutes							Utilization Criteria	TBD					
Service Definition	This service provides interventions (in an agency or community-based setting) which promote recovery, self-advocacy, relationship enhancement, self-awareness and values, and self-directed care. Individuals served are introduced to the reality that there are many different pathways to recovery and each individual determines his or her own way. Supports are recovery-oriented and occur when individuals share the goal of long-term recovery. Each participant identifies his/her own individual goals for recovery. Interventions must promote self-directed recovery by honoring the many pathways to recovery, by tapping into each participant's strengths and by helping each to recognize his/her "recovery capital", the reality that each individual has internal and external resources that they can draw upon to keep them well. Interventions are approached from a lived experience perspective but also are based upon the Science of Addiction Recovery framework. Supportive interactions include motivational interviewing, recovery planning, resource utilization, strengths identification and development, support in considering theories of change, building recovery empowerment and self-efficacy. There is also advocacy support with the individual to have recovery dialogues with their identified natural and formal supporters.													
Admission Criteria	1. Individual must have a substance related issue; and one or more of the following: a. Individual needs peer-based recovery support for the acquisition of skills needed to engage in and maintain recovery; or b. Individual needs assistance to develop self-advocacy skills to achieve decreased dependency on formalized treatment systems; or c. Individual needs assistance and support to prepare for a successful work experience; or d. Individual needs peer modeling to increased responsibilities for his /her own recovery.													

Continuing Stay Criteria	1. Individual continues to meet admission criteria; and 2. Progress notes document progress relative to goals identified in the Individualized Recover Plan, but treatment/recovery goals have not yet been achieved.
Discharge Criteria	1. An adequate continuing care plan has been established; and one or more of the following: 2. Goals of the Individualized Recovery Plan have been substantially met; or 3. Individual served/family requests discharge; or 4. Transfer to another service/level is more clinically appropriate.
Service Exclusions	Crisis Stabilization Unit (however, those utilizing transitional beds within a Crisis Stabilization Unit may access this service).
Clinical Exclusions	Individuals diagnosed with a mental illness that have no co-occurring Substance-Related Disorder.
Required Components	1. AD Peer Supports are provided in 1:1 CPS-AD to person-served ratio. 2. This service will operate within one of the following administrative structures: as a Tier1 or Tier 2 provider, an Intensive Outpatient Provider (IOP) specialty provider, a WTRS provider or an established peer program. 3. Individuals participating in the service at any given time must have the opportunity to participate in and make decisions about person-centered interactions offered by the CPS-AD. 4. AD Peer Support should operate as an integral part of the agency's scope of services. 5. When needed and in collaboration with a participant, the Program Leader may call multidisciplinary team meetings regarding that individual's needs and desires, and a Certified Peer Specialist Addictive Diseases (CPS-AD) providing services for and with an individual must be allowed to participate in multidisciplinary team meetings.
Staffing Requirements	1. The providing practitioner is a Georgia-Certified Peer Specialist- Addictive Diseases (CPS-AD). 2. The work of the CPS-AD shall be supervised by an independently licensed practitioner or one of the following addiction credentials; CAC II, GCADC II/III, or MAC. 3. The individual leading and managing the day-to-day operations of the program is a CPS-AD. 4. There must be at least 1 CPS-AD on staff who may also serve as the program leader. 5. The maximum caseload ratio for CPS-AD cannot be more than 30 individuals to 1 CPS-AD direct service/program staff, based on the average daily attendance in the past three (3) months of individuals in the program. 6. All CPS-ADs providing this support must have an understanding of recovery principles as defined by the Substance Abuse Mental Health Services Administration and the Recovery Bill of Rights published by Faces and Voices of Recovery, Inc. and must possess the skills and abilities to assist other individuals in their own recovery processes.
Clinical Operations	1. Individuals receiving AD Peer Support services must demonstrate or express a need for recovery assistance. 2. Individuals entering AD Peer Support services must have a qualifying diagnosis present in the medical record prior to the initiation of formal clinical services. The diagnosis must be given by persons identified in O.C.G.A. Practice Acts as qualified to provide a diagnosis. 3. If a CPS-AD serves as staff for an AD Peer Support Program and provides AD Peer Support-Individual, the agency has written work plans which establish the CPS-AD's time allocation in a manner that is distinctly attributed to each program. 4. CPS-ADs providing this service must be treated as equal to any other staff of the facility or organization and must be provided equivalent opportunities for training (both mandated and offered) and pay and benefits competitive and comparable to the state's peer workforce and based on experience and skill level. 5. Individuals should set their own individualized goals each will be assisted and encouraged to identify and utilize his/her existing "recovery capital". 6. Each service intervention is provided only in a 1:1 ratio between a CSP-AD and a person-served. 7. Each individual must be provided the opportunity for peer assistance in the form of recovery coaches and allies and community networking to achieve stated goals. 8. Peer Support services must offer a range recovery activities developed and led by consumers, with the recognition of and respect for the fact that there are many pathways to recovery. 9. The program must have an Peer Support *Organizational Plan* addressing the following: a. A Recovery Bill of Rights as developed and promoted by Faces and Voices of Recovery, Inc. This philosophy must be actively incorporated into all services and activities and:

Clinical Operations, continued	i. View each individual as the driver of his/her recovery process. ii. Promote the value of self-help, peer support, and personal empowerment to foster recovery. iii. Promote information about the science of addiction, recovery. iv. Promote peer-to-peer training of individual skills, community resources, group and individual advocacy and the concept of "giving back." v. Promote the concepts of employment and education to foster self-determination and career advancement. vi. Support each individual to embrace SAMHSA's *Recovery Principles* and to utilize community resources and education regarding health, wellness and support from peers to replace the need for clinical treatment services. vii. Support each individual to fully participate in communities of their choosing in the environment most supportive of their recovery and that promotes housing of his/her choice and to build and support recovery connections and supports within his/her own community. viii. Actively seek ongoing input into program and service content so as to meet each individual's needs and goals and fosters the recovery process. b. A description of the particular consumer empowerment models utilized, types of activities offered, and typical daily activities and schedule. If offered, meals must be described as an adjunctive peer relation building activity rather than as a central activity. c. A description of the staffing pattern plans for staff who have or will have CPS and appropriate credentials, and how staff are deployed to assure that the required staff-to-individual ratios are maintained, including how unplanned staff absences, illnesses, and emergencies are accommodated. d. A description of how CPS-ADs within the agency are given opportunities to meet with or otherwise receive support from other peers both within and outside the agency. e. A description of how individuals are encouraged and supported to seek Georgia certification as CPS-AD through participation in training opportunities and peer or other counseling regarding anxiety following certification. f. A description of test-taking skills and strategies, assistance with study skills. Information about training and testing opportunities, opportunities to hear from and interact with peers who are already certified, additional opportunities for peer staff to participate in clinical team meetings at the request of a participant, and the procedure for the Program Leader to request a team meeting. g. A description of the hours of operation, the staff assigned, and the types of services and activities provided for and by individuals served, as well as for families, parents, and /or guardians. h. A description of the program's decision-making processes, including how participants' direct decision-making about both individual and program-wide activities and about key polices and dispute resolution processes. i. A description of how individuals participating in the service at any given time are given the opportunity to participate in and make decisions about the activities that are conducted or services offered within the Peer Recovery program, about the schedule of those activities and services, and other operational issues. j. A description of the materials, supplies, transportation, and other resources available for individuals participating in the Peer Recovery services. k. A description of the governing body and /or advisory structures indicating how this body/structure meets requirements for peer leadership and cultural diversity. l. A description of how the plan for services and activities is modified or adjusted to meet the needs specified in IRP. m. A description of how individual requests for discharge and change in service or service intensity are handled ; and n. Assistive tools, technologies, worksheets, (e.g. SOAR; Recovery Check-Ins; Motivational Interviewing; Cultural Competence, Stigma & Labeling etc.) can be used by the Peer Recovery staff to work with the served individual to improve his/her communication about treatment, symptoms, improvements, etc. with treating behavior health and medical practitioners.
Documentation Requirements	Providers must document services in accordance with the specifications for documentation requirements in Part II, Section III of the Provider Manual.

Ambulatory Substance Abuse Detoxification

Transaction Code	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate
Alcohol and/or Drug Services; Ambulatory Detoxification	Practitioner Level 2, In-Clinic	H0014	U2	U6			38.97	Practitioner Level 4, In-Clinic	H0014	U4	U6			20.30
	Practitioner Level 3, In-Clinic	H0014	U3	U6			30.01							
Unit Value	15 minutes							Utilization Criteria	TBD					
Service Definition	This service is the medical monitoring of the physical process of withdrawal from alcohol or other drugs in an outpatient setting for those individuals with an appropriate level of readiness for behavioral change and level of community/social support. It is indicated when the individual experiences physiological dysfunction during withdrawal, but life or significant bodily functions are not threatened. This service must reflect ASAM (American Society of Addiction Medication) Levels 1-WM (Ambulatory Without Extended On-Site Monitoring) and 2-WM (Ambulatory With Extended Onsite Monitoring) and focuses on rapid stabilization and entry into the appropriate level of care/treatment based upon the ASAM guidelines placement criteria. These services may be provided in traditional Outpatient, Intensive Outpatient, Day Treatment, Intensive Day Treatment or other ambulatory settings.													
Admission Criteria	Individual has a Substance Related Disorder (ASAM PPC-2, Dimension-1) that is incapacitating, destabilizing or distressing. If the severity is incapacitating, there must be sufficient optimization in other dimensions of the individual's life to provide for safe withdrawal management in an outpatient setting, and individual meets the following three criteria: 1. Individual is experiencing signs and symptoms of withdrawal, or there is evidence (based on history of substance intake, age, gender, previous withdrawal history, present symptoms, physical condition, and/or emotional/behavioral condition) that withdrawal is imminent; and the individual is assessed to be at minimal (Level 1-WM) to moderate (Level 2-WM) risk of severe withdrawal syndrome outside the program setting and can safely be managed at this service level; and 2. Individual has no incapacitating physical or psychiatric complications that would preclude ambulatory detoxification services; and 3. Individual is assessed as likely to complete needed withdrawal management and to enter into continued treatment or self-help recovery as evidenced by: a. Individual or support persons clearly understand and are able to follow instructions for care; and b. Individual has adequate understanding of and expressed interest to enter into ambulatory detoxification services; or c. Individual has adequate support services to ensure commitment to completion of withdrawal management and entry into ongoing treatment or recovery; or d. Individual evidences willingness to accept recommendations for treatment once withdrawal has been managed.													
Continuing Stay Criteria	Individual's withdrawal signs and symptoms are not sufficiently resolved so that the individual can participate in self-directed recovery or ongoing treatment without the need for further medical or withdrawal management monitoring.													
Discharge Criteria	1. Adequate continuing care plan has been established; and one or more of the following: 2. Goals of the Individualized Recovery Plan have been substantially met; or 3. Individual/family requests discharge and individual is not imminently dangerous; or 4. Withdrawal signs and symptoms have failed to respond to treatment and have intensified (as confirmed by higher scores on CIWA-Ar or other comparable standardized scoring system) such that transfer to a more intensive level of withdrawal management service is indicated; or 5. Individual has been unable to complete Level 1-WM/2-WM despite an adequate trial.													
Service Exclusions	ACT, Nursing and Medication Administration (Medication administered as a part of Ambulatory Detoxification is not billed separately as Medication Administration).													
Clinical Exclusions	1. Substance Abuse issue has incapacitated the individual in all aspects of daily living, there is resistance to treatment as in ASAM Dimension 4, relapse potential is high (Dimension 5), and the recovery environment is poor (Dimension 6). 2. Concomitant medical condition and/or other behavioral health issues warrant inpatient/residential treatment. 3. This service code does not cover withdrawal management treatment for cannabis, amphetamines, cocaine, hallucinogens and phencyclines.													

Required Components	1. This service must be licensed by DCH/HFR under the Rules and Regulations for Drug Abuse Treatment Programs, 290-4-2. 2. There must be a written service order for Ambulatory Detoxification and must be completed by members of the medical staff pursuant to the Medical Practice Act of 2009, Subsection 43-34-23 Delegation of Authority to Nurse and Physician Assistant and in the individual's record is required to initiate ambulatory detoxification services. Verbal orders or those initiated by other appropriate members of the medical staff are acceptable provided the physician signs them within 24 hours or the next working day.
Clinical Operations	1. The severity of the individual's symptoms, level of supports needed, and the authorization of appropriate medical staff for the service will determine the setting, as well as the amount of nursing and physician supervision necessary during the withdrawal process. The individual may or may not require medication, and 24-hour nursing services are not required. However, there is a contingency plan for "after hours" concerns/emergencies. 2. In order for this service to have best practice impact, the Individualized Recovery/Resiliency Plan should consider group and individual counseling and training to fully support recovery.

Assertive Community Treatment

Transaction Code	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate
Assertive Community Treatment	Practitioner Level 1, In-Clinic	H0039	U1	U6			$32.46	Practitioner Level 3, Out-of-Clinic	H0039	U3	U7			$32.46
	Practitioner Level 2, In-Clinic	H0039	U2	U6			$32.46	Practitioner Level 4, Out-of-Clinic	H0039	U4	U7			$32.46
	Practitioner Level 3, In-Clinic	H0039	U3	U6			$32.46	Practitioner Level 5, Out-of-Clinic	H0039	U5	U7			$32.46
	Practitioner Level 4, In-Clinic	H0039	U4	U6			$32.46	Practitioner Level 1, Via interactive audio and video telecommunication systems	H0039	GT	U1			$32.46
	Practitioner Level 5, In-Clinic	H0039	U5	U6			$32.46	Practitioner Level 2, Via interactive audio and video telecommunication systems	H0039	GT	U2			$32.46
	Practitioner Level 1, Out-of-Clinic	H0039	U1	U7			$32.46	Multidisciplinary Team Meeting	H0039	HT				$0.00
	Practitioner Level 2, Out-of-Clinic	H0039	U2	U7			$32.46	Practitioner Level 3, Group, In-Clinic	H0039	HQ	U3	U6		$6.60
	Practitioner Level 4, Group, In-Clinic	H0039	HQ	U4	U6		$4.43	Practitioner Level 5, Group, In-Clinic	H0039	HQ	U5	U6		$3.30
Unit Value	15 minutes							Utilization Criteria	TBD					
Service Definition	ACT is an Evidence Based Practice that is person-centered, recovery-oriented, and a highly intensive community based service for individuals who have serious and persistent mental illness. The individual's mental illness has significantly impaired his or her functioning in the community. ACT provides a variety of interventions twenty-four (24) hours, seven days a week. The service utilizes a multidisciplinary mental health team from the fields of psychiatry, nursing, psychology, social work, substance abuse, and vocational rehabilitation; additionally, a Certified Peer Specialist is an active member of the ACT Team providing assistance with the development of natural supports, promoting socialization, and the strengthening of community living skills. The ACT Team works as one organizational unit providing community based interventions that are rehabilitative, intensive, integrated, and stage specific. Services emphasize social inclusiveness though relationship building and the active involvement in assisting individuals to achieve a stable and structured life style. The service providers must develop programmatic goals that clearly articulate the use of best/evidence-based practices for ACT recipients using co-occurring and trauma-informed service delivery and support. Practitioners of this service are expected to maintain knowledge and skills according to the current research trends in best/evidence-based practices. ACT is a unique treatment model in which the majority of mental health services are directly provided internally by the ACT program in the recipient's natural environment. ACT services are individually													

	tailored with each individual to address his/her preferences and identified goals, which are the basis of the Individualized Recovery Plan (IRP). Based on the needs of the individual, services may include (in addition to those services provided by other systems): 1. Assistance to facilitate the individual's active participation in the development of the IRP; 2. Psycho educational and instrumental support to individuals and their identified family; 3. Crisis planning, Wellness Recovery Action Plan (WRAP), assessment, support and intervention; 4. Psychiatric assessment and care; nursing assessment and care; psychosocial and functional assessment which includes identification of strengths, skills, resources and needs; 5. Curriculum-based group treatment; 6. Individualized interventions, which may include: a. Identification, with the individual, of barriers that impede the development of skills necessary for independent functioning in the community; as well as existing strengths which may aid the individual in recovery and goal achievement; b. Support to facilitate recovery (including emotional/therapeutic support/assistance with defining what recovery means to the individual in order to assist individual with recovery-based goal setting and attainment); c. Service and resource coordination to assist the individual with the acquisition and maintenance of recovery capital (i.e. gaining access to necessary internal and external rehabilitative, medical and other services) required for recovery initiation and self-maintenance; d. Family counseling/training for individuals and their families (as related to the person's IRP); e. Assistance to develop both mental illness and physical health symptom monitoring and illness self-management skills in order to identify and minimize the negative effects of symptoms which interfere with the individual's daily living (may include medication administration and/or observation and assistance with self- medication motivation and skills) and to promote wellness; f. Assistance with accessing entitlement benefits and financial management skill development; g. Motivational assistance to develop and work on goals related to personal development and school or work performance; h. Substance abuse counseling and intervention (e.g. motivational interviewing, stage based interventions, refusal skill development, cognitive behavioral therapy, psycho educational approaches, instrumental support such as helping individual relocate away from friends/neighbors who influence drug use, relapse prevention planning and techniques etc.); i. Individualized, restorative one-to-one psychosocial rehabilitation and skill development, including assistance in the development of interpersonal/social and community coping and functional skills (i.e. adaptation/functioning in home, school and work environments); j. Psychotherapeutic techniques involving the in depth exploration and treatment of interpersonal and intrapersonal issues, including trauma issues; and k. Any necessary monitoring and follow-up to determine if the services accessed have adequately met the individual's needs; and l. Individuals receiving this intensive level of community support are expected to experience increased community tenure and decreased frequency and/or duration of hospitalization/crisis services. Through individualized, team-based supports, it is expected that individuals will achieve housing stability, decreased symptomatology (or a decrease in the debilitating effects of symptoms), improved social integration and functioning, and increased movement toward self-defined recovery.
Admission Criteria	1. Individuals with serious and persistent mental illness that seriously impairs the ability to live in the community. Priority is given to people recently discharged from an institutional setting with schizophrenia, other psychotic disorders, or bipolar disorder, because these illnesses more often cause long-term psychiatric disability; and 2. Individuals with significant functional impairments as demonstrated by the need for assistance in 3 or more of the following areas which despite support from a care giver or behavioral health staff continues to be an area that the individual cannot complete: a. Maintaining personal hygiene; b. Meeting nutritional needs; c. Caring for personal business affairs; d. Obtaining medical, legal, and housing services; e. Recognizing and avoiding common dangers or hazards to self and possessions; f. Persistent or recurrent failure to perform daily living tasks except with significant support or assistance from others such as friends, family, or relatives;

	g. Employment at a self-sustaining level or inability to consistently carry out homemaker roles (e.g., household meal preparation, washing clothes, budgeting or childcare tasks and responsibilities); h. Maintaining a safe living situation (e.g., evicted from housing, or recent loss of housing, or imminent risk of loss of housing); and 3. Individuals with two or more of the following issues that are indicators of continuous high-service needs (i.e., greater than 8 hours of service per month): a. High use of acute psychiatric hospitals or crisis/emergency services including mobile, in-clinic or crisis residential (e.g., 3 or more admissions in a year) or extended hospital stay (60 days in the past year) or psychiatric emergency services. b. Persistent, recurrent, severe, or major symptoms that place the individual at risk of harm to self or others (e.g., command hallucinations, suicidal ideations or gestures, homicidal ideations or gestures, self-harm). c. Coexisting substance use disorder of significant duration (e.g., greater than 6 months) or co-diagnosis of substance abuse. d. High risk for or a recent history of criminal justice involvement related to mental illness (e.g., arrest and incarceration). e. Chronically homeless (e.g., 1 extended episode of homelessness for a year, or 4 episodes of homelessness within 3 years). f. Residing in an inpatient bed (i.e., state hospital, community hospital, CSU) or in a supervised community residence, but clinically assessed to be able to live in a more independent living situation if intensive services are provided, or requiring a residential or institutional placement if more intensive services are not available. g. Inability to participate in traditional clinic-cased services (must provide evidence of multiple agency trials if this is the only requirement met on the list). 4. Past (within 180 days of admission) or current response to other traditional, community-based intensive behavioral health treatment has shown minimal effectiveness/unsuccessful treatment (e.g. Psychosocial Rehabilitation, ICM, etc.). The individual has been unsuccessfully treated in the traditional mental health service system at a level of greater than 8 hours of service per month. The recipient may have experienced chronic homelessness and/or criminal justice involvement; and may have had multiple and/or extended stays in state psychiatric/public hospitals. Admission documentation must include evidence to support this criterion. 5. If Individuals meet one or more of the criteria below, criteria #4 above is waived, other criterion 1, 2, 3, must still be met a. Individual is transitioning from a state forensic or adult mental health unit after an extended length of stay and the hospital's treatment team determines that due to the individual's history and/or potential risk if non-compliant with clinic-based community services a period of ACT is clinically necessary prior to transition to less intensive services; b. Within the last 180 days, the individual has been incarcerated 2 or more times related to a behavioral health condition; or c. Within the last 180 days, individual has been admitted to a psychiatric hospital or crisis stabilization unit 2 or more times.
Continuing Stay Criteria	Individual meets two (2) or more of the requirements below: 1. Individual has been admitted to an inpatient psychiatric hospital, received services from a temporary observation unit or crisis service center, and/or received in-person crisis intervention services from ACT or Mobile Crisis one or more times in the past six (6) months; 2. Individual has had contact with Police/Criminal Justice System due to behavioral health problems in the past six (6) months; 3. Individual has displayed inability to maintain stable housing in the community due to behavioral health problems (i.e. individual fails to maintain home with safe living conditions such as insect infestation, damaging property, etc.) during the past six (6) months; 4. Individual continues to demonstrate significant functional impairment s and/or difficulty developing a natural support system which allows for consistent maintenance of medical, nutritional, financial, and legal responsibilities without incident in the past six (6) months. Examples include, but are not limited to: a. Natural Supports: Inability to identify, engage, and maintain relationships with friends and/or family support; b. Medical: Unable to comply with medical recommendations which results in significant health risk (such as inability to identify the need for medical attention, refusal to engage with traditional healthcare systems for medical needs (e.g. PCP appointments, etc.), demonstrated inability to manage medication even with available supports, continued use of alcohol or illicit drugs despite adverse consequences; c. Activities of Daily Living: Inability to maintain personal hygiene. Persistent or recurrent failure to perform daily living tasks except with significant support or assistance from others such as friends, family, or relatives. Failure to recognize and avoid common dangers or hazards to self and possessions.

	d. Nutritional/Financial: Consistent pattern of misuse of benefits such as SNAP, TANF, WIC, etc. such as documented evidence of selling food benefits for money or drugs and creating the frequent condition of lack of nourishment; e. Legal Responsibilities: Inability to comprehend illegal and legal actions, consistent engagement of high-risk illegal behaviors, or failure to comply with mandated community supervision or court orders. 5. Individual has displayed persistent, recurrent, severe, or major symptoms that place him/her at risk of harm to self or others (e.g. command hallucinations, suicidal ideation or gestures, homicidal ideation or gestures, self-harm) in the past six (6) months. 6. Documented efforts of attempts to transition an individual within the prior 6 months have resulted in unsuccessful engagement in traditional clinic-based behavioral health services and the subsequent need for ACT level intensity of services continues.
Discharge Criteria	1. No individual should be considered for discharge prior to 45 days of consecutive outreach and documentation of attempted contacts (calls, visits to various locations, collateral/informal contacts etc.). 2. An adequate continuing care plan has been established; and one or more of the following: a. Individual no longer meets admission criteria; or b. Goals of the Individualized Recovery Plan have been substantially met; or c. Individual requests discharge and is not in imminent danger of harm to self or others; or d. Transfer to another service/level of care is warranted by a change in individual's condition; or e. Individual requires services not available in this level of care.
Service Exclusions	1. ACT is a comprehensive team intervention and most services are excluded, with the exceptions of: a. Peer Supports; b. Residential Supports; c. Community Transition Planning (to be utilized as a person is transitioning to/from an inpatient setting, jail, or CSP); d. Group Training/Counseling (within parameters listed in Section A); e. Supported Employment; f. Psychosocial Rehabilitation; g. SA Intensive Outpatient (If an addiction issue is identified and documented as a clinical need unable to be met by the ACT team Substance Abuse counselor, and the individual's current treatment progress indicates that provision of ACT services alone, without an organized SA program model, is not likely to result in the individual's ability to maintain sobriety ACT teams may assist the individual in accessing this service, but must ensure clinical coordination in order to avoid duplication of services. If ACT and SAIOP are provided by the same agency, the agency may update the existing authorization to include group services to be utilized by the SAIOP program; and h. Group therapy is not a service exclusion when the needs of an individual exceed that which can be provided by the ACT team, the individual may participate in SA group treatment provided by a Tier 1 or Tier 2 provider or SA-IOP provider upon documentation of the demonstrated need. 2. On an individual basis, up to eight (8) weeks of some services may be provided to ACT consumers to facilitate a smooth transition from ACT to these other community services. A transition plan must be adequately documented in the IRP and clinical record. These services are: a. Case Management/Intensive Case Management. b. Psychosocial Rehabilitation Individual/Group. c. AD Support Services. d. Behavioral Health Assessment. e. Service Plan Development. f. Diagnostic Assessment. g. Physician Assessment (specific to engagement only). h. Individual Counseling (specific to engagement only). 3. ACT recipients who also receive a DBHDD Residential Service may not receive ACT-provided skills training which is a part of the "residential" service. The ACT provider shall be in close coordination with the Residential provider such that there is no duplication of services supports/efforts.

	4. Those receiving Medicaid DD Waivers who meet the admission criteria above may be considered for this service as long as his/her waiver service plan is not so comprehensive in nature as to be duplicative to the ACT service scope.
Clinical Exclusions	1. Individuals with the following conditions are excluded from admission unless there is clearly documented evidence of a psychiatric condition/substance use disorder co-occurring with one of the following diagnoses: developmental disability, autism, organic mental disorder, substance-related disorder. 2. Individuals may be excluded if there is evidence that they are unable to participate in the development of their Individual Recovery Plan as a result of significant impairment due to an I/DD diagnosis.
Required Components	1. Assertive Community Treatment must include a comprehensive and integrated set of medical and psychosocial services provided in non-office settings 80% of the time by a mobile multidisciplinary team. The team must provide community support services interwoven with treatment and rehabilitative services and regularly scheduled team meetings which will be documented in the served individual's medical record. 2. Ideally, and in accordance with the Dartmouth Assertive Community Treatment Scale (DACTS), the Treatment Team meeting must be held a minimum of 4 times a week with time dedicated to discussion of support to a specific individual, and documentation in the log of the Treatment Team Meetings as indicated in the Documentation Requirements section below. Each individual must be discussed, even if briefly, in each Treatment Team Meeting. The Treatment Team Meetings are to review the status of all individuals and the outcome of the most recent staff contacts, develop a master staff work schedule for the day's activities, and all ACT team members are expected to attend; exception of nonattendance can be made and documented by the Team Leader. The psychiatrist must participate at least one time/week in the ACT team meetings. 3. Each ACT team will identify an Individual Treatment Team (ITT) for each enrolled ACT individual. 4. Individuals will be provided assistance by the ACT team with gaining skills and resources necessary to obtain housing of the individual's choice, including completion of the housing need and choice survey (https://waiverprod.dbhdd.ga.gov/Supportedhousing/) upon admission and with the development of a housing goal, which will be minimally updated at each reauthorization. 5. Services and interventions must be individually tailored to the needs, goals, preferences and assets of the individual with the goals of maximizing independence and recovery as defined by the individual. 6. At least 80% of all service units must involve face-to-face contact with individuals. Eighty percent (80%) or more of face-to-face service units must be provided outside of program offices in locations that are comfortable and convenient for individuals (including the individual's home, based on individual need and preference and clinical appropriateness). 7. During the course of ACT service delivery, the ACT Team will provide the intensity and frequency of service needed for each individual. ACT teams are expected to achieve fidelity with the DACTS Model. To achieve a score of "4" in the Frequency of Contact Measure within DACTS, ACT Teams must provide a median of 3-3.99 face-to-face contacts per week across a sample of agency's ACT individuals. This measure is calculated by determining the median of the average weekly face-to-face contacts of each individual in the sample. At least one of these monthly contacts must include symptom assessment/management and management of medications. 8. During discharge transition, the number of face-to-face visits per week will be determined based on the person's mental health acuity with the expectation that these individuals participating in ACT transitioning must receive a minimum of 4 face-to-face contacts per month during the documented active transition period. 9. Service may be delivered by a single team member to 2 ACT individuals at the same time if their goals are compatible, however, this cannot be a standard practice. Services cannot be offered to more than 2 individuals at a time (exception: Item A.8.). 10. ACT recipients can receive limited Group Training/Counseling (up to 20 units/week) when a curriculum-based therapeutic group is offered such as Dialectical Behavioral Therapy (DBT), Motivational Enhancement, Integrative Dual Diagnosis Treatment (IDDT), etc. For this to be allowable, the ACT participants must have clinical needs and recovery goals that justify intervention by staff trained in the implementation of the specific curriculum-based therapy. a. This group may be offered to no less than 3 individuals and no more than 10 ACT participants at one time. b. Only ACT enrolled-individuals are permitted to attend these group services. c. Acceptable group practitioners are those on the ACT team who meet the practitioner levels as follows: • Practitioner Level 1: Physician/Psychiatrist • Practitioner Level 2: Psychologist, CNS-PMH • Practitioner Level 3: LCSW, LPC, LMFT, RN

	• Practitioner Level 4: LMSW; APC; AMFT; Psychologist/LCSW/LPC/LMFT's supervisee/trainee with at least a Bachelor's degree in one of the helping professions such as social work, community counseling, counseling, psychology, or criminology, functioning within the scope of the practice acts of the state; MAC, CAC-II, CADC, CCADC, GCADC (II, III); CAC-I or Addiction Counselor Trainees with at least a Bachelor's degree in one of the helping professions such as social work, community counseling, counseling, psychology, or criminology (may only perform these functions related to treatment of addictive diseases). • Practitioner Level 5: CAC-I, RADT (I, II, or III), Addiction Counselor Trainees with high school diploma/equivalent (practitioners at this level may only perform these functions related to treatment of addictive diseases). d. Ideally, 50% of individuals with co-occurring substance use disorders will participate in a substance abuse group at least once per month with their ACT provider. If there are 2 practitioners leading the group who are the same practitioner level (i.e. two U3 practitioners), then each may split the responsibility for documentation and singly sign a note. In this situation, there must be evidence in the note of who was the co-leader of that group to document the compliance expectations for two practitioners. e. If a group is facilitated by two practitioners who are not the same U-level (i.e. one is a U3 and one is a U4), then these co-leaders may split the responsibility for documenting group progress notes. If the lower-leveled practitioner writes the progress note, the upper level person's practitioner level can be billed if the higher practitioner-leveled person co-signs the note. If the higher level practitioner writes the note, then he/she shall document the co-leaders participation and can solely sign that note. f. There is no penalty to a provider for using the "in-clinic" code when a group is provided in a community-based setting, as there is no code currently available to document "out-of-clinic" groups.
Staffing Requirements	1. Assertive Community Treatment Team members must include: a. (1 FT Employee required) A fulltime Team Leader who is the clinical and administrative supervisor of the team and also functions as a practicing clinician on the team; this individual must have at least 2 years of documented experience working with adults with a SPMI and one of the following qualifications to be an "independently licensed practitioner." It is expected that the practicing ACT Team Leader provides direct services at least 10 hours per week of the time with the remaining work hours encompassing team-focused activities. The Team Leader must be a FT employee and dedicated to only the ACT team. i. Physician ii. Psychologist iii. Physician's Assistant iv. APRN v. RN with a 4-year BSN vi. LCSW vii. LPC viii. LMFT ix. One of the following as long as the practitioner below is under supervision in accordance with O.C.G.A. § 43-10A-11: • LMSW* • APC* • AMFT* * If the team lead is not independently licensed, then clinical supervision duties should be delegated appropriately in accordance with expectations set forth in O.C.G.A. Practice Acts. b. (Variable:.2-1.0 FTE required) Depending on individual enrollment, a full or part time Psychiatrist who: i. provides clinical and crisis services to all team consumers; ii. delivers services in the recipient's natural environment when the individual is unable or unwilling to access a traditional service setting (this allowance is only for psychiatrists. Also, adherence to the 80% of the entire team's services provided in non-office settings requirement above is still maintained), iii. works with the team leader to monitor each individual's clinical and medical status and response to treatment; and

iv. directs psychopharmacologic and medical treatment (at a minimum, must provide monthly medication management for each individual);
v. must provide a minimum of 16 hours per week of direct support to the ACT team/ACT consumers;
vi. the psychiatrist must participate in at least one time/week in the ACT team meetings; and
vii. The psychiatrist (including Physician Extender) to ACT individual ratio must not be greater than 1:100. Specifically:

- With 1-50 consumers, the requirement for the ACT team is to employ a Psychiatrist/Physician Extender minimally .35-.5 FTE (14 hrs./wk-20 hrs./wk.) providing support to the team and;
- With 51-65 consumers, the requirement for the ACT team is to employ a Psychiatrist/Physician Extender minimally .36-.65 FTE (14.4 hrs./wk-26 hrs./wk.) providing support to the team and;
- With 66-75 consumers, the requirement for the ACT team is to employ a Psychiatrist/Physician Extender t minimally .47-.75 FTE (18.8 hrs./wk-30 hrs./wk.) providing support to the team; and
- With 76-100 consumers, the requirement for the ACT team is to employ a Psychiatrist/Physician Extender minimally .54 FTE-1 FTE (21.6 hrs. /wk-40 hrs. /wk.) providing support to the team.
- Teams utilizing a physician extender (APRN, NP, or PA) for part of the Psychiatrist time outlined above must maintain enough Psychiatrist time (not including physician extenders) to obtain a score of at least 3 on the DACTs on the Psychiatrist staffing item (.40FTE Psychiatrist per 100 consumers). The Psychiatrist's FTE and the physician extender's FTE combined would yield at least a 4 (.70 combined FTE per 100 consumers) on the DACTS. The physician extender's FTE that fulfills this requirement could not also be counted as fulfilling the FTE requirements for the RNs for the team (i.e. no portion of an FTE may be counted twice).
- The ACT Team Psychiatrist would see each new admission to the ACT Team in a face-to-face appointment and would review each case with the physician extender on a monthly basis.
- The physician extender would be expected to participate in ACT team meetings at least once per week as would the supervising Psychiatrist be expected to participate in an ACT team meeting at least once per week.

c. (1-2 Fulltime Employee/s) RN/s who provide nursing services for all individuals, including health and psychiatric assessments, education on adherence to treatment, prevention of medical issues, rehabilitation, nutritional practices and works with the team to monitor each individual's overall physical health and wellness, clinical status and response to treatment
   i. With 1-50 consumers, the requirement for the ACT team is to employ a Registered Nurse minimally .7-1 FTE (28 hrs./wk-40 hrs./wk.) providing support to the team;
   ii. With 51-65 consumers, the requirement for the ACT team is to employ a Registered Nurse minimally .73 FTE-1.3 FTE (29.2 hrs./wk-52 hrs./wk.) providing support to the team;
   iii. With 66- 75 consumers, the requirement for the ACT team is to employ a Registered Nurse(s) .93 FTE-1.5 FTE (37.2 hrs./wk-60 hrs./wk.) providing support to the team and; and
   iv. With 76-100 consumers, the requirement for the ACT team is to employ a Registered Nurse (s) 1.3 FTE -2 FTE (52 hrs. /wk-80 hrs. /wk. providing support to the team.
d. A substance abuse practitioner who holds a CACI (or an equally recognized SA certification equivalent or higher) and assesses the need for and provides and/or accesses substance abuse treatment and supports for team consumers.
   i. With 1-50 consumers, the requirement for the ACT team is to employ a SA practitioner minimally .7-1 FTE (28 hrs./wk-40 hrs./wk.) providing support to the team; and
   ii. With 51-65 consumers, the requirement for the ACT team is to employ a SA practitioner minimally .73 FTE-1.3 FTE (29.2 hrs./wk-52 hrs./wk.) providing support to the team; and
   iii. With 66- 75 consumers, the requirement for the ACT team is to employ a SA practitioner .93 FTE-1.5 FTE (37.2 hrs./wk-60 hrs./wk.) providing support to the team; and

	iv. With 76-100 consumers, the requirement for the ACT team is to employ a SA practitioner 1.3 FTE -2 FTE (52 hrs. /wk-80 hrs. /wk. providing support to the team. e. (1 FT employee) A full-time practitioner licensed to provide psychotherapy/counseling under the practice acts or a person with an associate license who is supervised by a fully licensed clinician, and provides individual and group support to team consumers (this position is in addition to the Team Leader). f. (1 FTE) One FTE Certified Peer Specialist who is fully integrated into the team and promotes individual self-determination and decision-making and provides essential expertise and consultation to the entire team to promote a culture in which each individual's point of view and preferences are recognized, understood, respected and integrated into treatment, rehabilitation and community self-help activities. CPSs must be supervised by an independently licensed/credentialed practitioner on the team. g. (2 FTEs) Two paraprofessional mental health workers who provide rehabilitation and support services under the supervision of a Licensed Clinician. The sum of the FTE counts for the following two bullets must equal at least 2 FTEs. i. (1 FTE) One of these staff must be a Vocational Specialist. A Vocational Specialist is a person with a minimum of one year verifiable training and/or experience in vocational counseling. ii. (1 FTE) Other Paraprofessional. 2. It is critical that ACT team members build a sound relationship with and fully engage in supporting the served individuals. To that end, no more than 1/3 of the team can be "contracted"/1099 team members. 3. The ACT team maintains a small consumer-to-clinician ratio, of no more than 10 individuals per staff member. This does not include the psychiatrist, program assistant/s, transportation staff, or administrative personnel. Staff-to-individual ratio takes into consideration evening and weekend hours, needs of special populations, and geographical areas to be served. 4. Documentation must demonstrate that multiple members across disciplines from the ACT team are engaged in the support of individuals served by the team including direct and indirect service delivery for each intervention (excluding the substance abuse practitioner, if substance related issues have been ruled out). 5. At least one ACT RN must be employed by an ACT team. The RN works with a team at least 32 hours/week (up to 40 hours/week) and is a full-time employee of the agency (not a subcontractor/1099 employee).
Clinical Operations	1. Individuals receiving this service must have a qualifying diagnosis present in the medical record prior to the initiation of services. 2. ACT Teams must incorporate assertive engagement techniques to identify, engage, and retain the most difficult to engage individuals which include using street outreach approaches and legal mechanisms such as outpatient commitment and collaboration with parole and probation officers. 3. Because ACT-eligible individuals may be difficult to engage, the initial treatment/recovery plan for an individual may be more generic at the onset of treatment/support. It is expected that the IRP be individualized and recovery-oriented after the team becomes engaged with the individual and comes to know the individual. The allowance for "generic" content of the IRP shall not extend beyond three months. 4. Because many individuals served may have a mental illness and co-occurring addiction disorder, the ACT team may not discontinue services to any individual based solely upon a relapse in his/her addiction recovery. 5. Each ACT provider must have policies and procedures governing the provision of outreach services, including methods for protecting the safety of staff that engage in outreach activities. 6. The organization must have established procedures/protocols for handling emergency and crisis situations that describe methods that shall be taken by the ACT team for supporting and responding to ACT enrolled individuals who require emergency psychiatric admission/hospitalization and/or crisis stabilization. a. The ACT team is required to respond to the crisis needs of ACT enrolled individuals, both directly and via collaboration with Mobile Crisis Response Service (MCRS). ACT teams will receive a phone call from MCRS when a GCAL call has been received for ACT enrolled consumers in crisis. Upon receipt of the call, the ACT team must; i. Respond to the MCRS call within 15 minutes of receipt; and ii. Engage in discussion w/ MCRS regarding clinical and/or crisis needs and location of individual; and iii. Agree upon appropriate intervention/response which shall be provided within 1 hour of completion of call, either in the form of ACT team responding in person, MCRS team responding in person or another agreed upon in-person response.

b. ACT teams are required to respond with face-to-face evaluation and/or intervention to at least 85% of all crisis calls coming through GCAL involving their respective ACT enrolled individuals over the course of fiscal year.

7. The organization must have an Assertive Community Treatment Organizational Plan that addresses the following descriptions:
   a. Particular rehabilitation, recovery and resource coordination models utilized, types of intervention practiced, and typical daily schedule for staff.
   b. Staffing pattern and how staff are deployed to assure that the required staff-to-individual ratios are maintained, including how unplanned staff absences, illnesses, and emergencies are accommodated.
   c. Hours of operation, the staff assigned, and types of services provided to individuals, families, and/or guardians.
   d. How the plan for services is modified or adjusted to meet the needs specified in the Individualized Recovery Plan.
   e. Inter-team communication plan regarding individual support (e.g., e-mail, team staffings, staff safety plan such as check-in protocols etc.).
   f. A physical health management plan.
   g. How the organization will integrate individuals into the community including assisting individuals in preparing for employment.
   h. How the organization (team) will respond to crisis for individuals served.
8. The ACT team is expected to work with informal support systems at least an average of 2 to 4 times a month with or without the individual present to provide support and skill training as necessary to assist the individual in his or her recovery. Informal supports are defined as persons who are not paid to support the individual (i.e., family, friends, neighbors, church members, etc.). Monthly maximum billing for informal support contacts without an individual being present shall not exceed 4 hours.
9. For the individuals which the ACT team supports, the ACT team must be involved in all hospital admissions and hospital discharges. The agency will be reviewed for fidelity by the standard that the ACT team will be involved with 95% of all hospital admissions and hospital discharges. This is evidenced by documentation in the clinical record.
10. The entire ACT team is responsible for completing the ACT Comprehensive Assessment for newly enrolled individuals. The ACT Comprehensive Assessment results from the information gathered and are used to establish immediate and longer-term service needs with each individual and to set goals and develop the first individualized recovery plan. Because of the complexity of the mental illness and the need to build trust with the served individual, the comprehensive mental health, addiction, and functional assessments may take up to 60 days. Enrolled individuals will be re-assessed at 6 month intervals from date of completion of the comprehensive assessment. It is expected that when a person identifies and allows his/her natural supports to be partners in recovery that they will be fully involved in assessment activities and ACT team documentation will demonstrate this participation. The ACT Comprehensive Assessment shall (at a minimum) include:
    a. Psychiatric History, Mental Status/Diagnosis.
    b. Physical Health.
    c. Substance Abuse assessment.
    d. Education and Employment.
    e. Social Development and Functioning.
    f. Family Structure and Relationships.
11. Treatment and recovery support to the individual is provided in accordance with a Recovery Plan. Recovery planning shall be in accordance with the following:
    a. The Individual Treatment Team (ITT) is responsible for providing much of the individual's treatment, rehabilitation, and support services and is charged with the development and continued adaptation of the person's recovery plan (along with that person as an active participant). The ITT is a group or combination of three to five ACT staff members who together have a range of clinical and rehabilitation skills and expertise. The ITT members are assigned by the team leader to work collaboratively with an individual and his/her family and/or natural supports in the community by the time of the first recovery/resiliency planning meeting or thirty days after admission. The key members are the primary practitioner and at least one clinical or rehabilitation staff person who shares case coordination and service provision tasks for each individual. ITT members are assigned to take separate service roles with the individual as specified by the individual and the ITT in the IRP.
    b. The Recovery Plan Review is a thorough, written summary describing the individual's and the ITT's evaluation of the individual's progress/goal attainment, the effectiveness of the interventions, and satisfaction with services since the last person-centered IRP.

	c. The Recovery Planning Meeting is a regularly scheduled meeting conducted under the supervision of the team leader and the psychiatric prescriber. The purpose of these meetings is for the staff, as a team, and the individual and his/her family/natural supports, to thoroughly prepare for their work together. The group meets together to present and integrate the information collected through assessment in order to learn as much as possible about the individual's life, his/her experience with mental illness, and the type and effectiveness of the past treatment they have received. The presentations and discussions at these meetings make it possible for all staff to be familiar with each individual and his/her goals and aspirations and for each individual to become familiar with each ITT staff person. The IRP shall be reevaluated and adjusted accordingly (at least quarterly) via the Recovery Planning Meeting prior to each reauthorization of service (Documentation is guided by elements G.2. and G.3. below). 12. In order to maintain compliance with the DACTS fidelity model, each ACT team may enroll a maximum of 8 individual admissions per month. Allowing teams to meet and maintain the expectation of an active average daily census of at least 75 individuals. 13. It is expected that 90% or more of the individuals have face to face contact with more than one staff member in a 2 week period.
Service Accessibility	1. Services must be available by ACT Team staff skilled in crisis intervention 24 hours a day, 7 days a week with emergency response coverage, including psychiatric services. Answering devices/services/Georgia Crisis and Access Line do not meet the expectation of "emergency response". 2. The team must be able to rapidly respond to early signs of relapse and decompensation and must have the capability of providing multiple contacts daily to individuals in acute need. 3. An ACT staff member must provide this on-call coverage. 4. There must be documented evidence that service hours of operation include evening, weekend and holiday hours. 5. Telemedicine is the use of medical information exchanged from one site to another via electronic communications to improve a patient's health. Electronic communication means the use of interactive telecommunications equipment that includes, at a minimum, audio and video equipment permitting two-way, real time interactive communication between the patient, and the physician or practitioner at the distant site. The ACT Physician may use telemedicine to provide this service by using the code above with the GT modifier. Telemedicine is not to be utilized as the primary means of delivery of psychiatric services for ACT consumers and should not exceed 50% of psychiatric contacts.
Billing & Reporting Requirements	1. ACT teams are expected to submit all requisite information in order to establish eligibility for the initial authorization, and if an individual meets eligibility they receive a 12-month authorization for ACT services. During the first 12-months, consumers receive an automatic-authorization for the first 4 authorizations for ACT services. ACT teams are required to submit information that the ASO system references as a "reauthorization" every 90 days for collection of consumer outcome indicators. This data collection is captured from information submitted by ACT teams during initial and subsequent authorization periods. There is no clinical review taking place during this 90-day data collection process, the 90-day data collection-reauthorization meets the need of data collection only. At these intervals, the use of the term "reauthorization" is merely a data collection process and not a clinical review for eligibility every 90 days ACT teams are expected to submit all requisite information in order to establish continued eligibility for the concurrent review, this reauthorization review for medical necessity time frame is 180 days and begins after the initial 12 months of authorized services and occurs no less than every 6 months thereafter. 2. All submissions for initial authorization must be entered into the ASO system within three days of establishing eligibility for ACT services. 3. ACT teams are expected to submit all initial authorizations for service and all 6 month concurrent authorizations in a timely manner. All continuing stay reauthorization must be submitted in advance of the expiration of the current authorization. 4. All time spent between 2 or more team practitioners discussing a served individual must be reported as H0039HT. While this claim/encounter is reimbursed at $0, it is imperative that the team document these encounters (see Documentation Requirements below) to demonstrate program integrity AND submit the claim/encounter for this so this service can be included in future rate setting. 5. The following elements (at a minimum) shall be documented in the clinical record and shall be accessible to the DBHDD monthly as requested: a. Served individual's employment status; b. Served individual's residential status (including homelessness); c. Served individual's involvement with criminal justice system/s; d. Served individual's interactions with crisis support services (including acute psychiatric hospitals, emergency room visits, crisis stabilization program interactions, etc.). 6. ACT may not be provided in an Institution for Mental Diseases (IMD, e.g. state or private psychiatric hospital or crisis stabilization program with greater than 16 beds), jail, or prison system.

	7. The ACT team can provide and bill for Community Transition Planning as outlined in the Guideline for this service. This includes supporting individuals who are eligible for ACT and are transitioning from Jail/Prison. 8. When group services are provided via an ACT team to an enrolled ACT-recipient, then the encounter shall be submitted as a part of the ACT type of care defined in the Orientation to Services section of Part I, Section 1 of this manual. 9. Each ACT program shall provide monthly outcomes data as defined by the DBHDD.
Documentation Requirements	1. Providers must document services in accordance with the specifications for documentation requirements specified in Part II, Section IV of the Provider Manual and in keeping with this section G. 2. All time spent between 2 or more team practitioners discussing a served individual must be documented in the medical record as H0039HT. While this claim/encounter is reimbursed at $0, it is imperative that the team document these encounters to demonstrate program integrity AND submit the claim/encounter for this so this service can be included in future rate setting. HT documentation parameters include: a. If the staff interaction is specific to a single individual for 15 minutes, then the H0039HT code shall be billed to that individual (through claims or encounters). b. If the staff interaction is for multiple individuals served and is for a minimum single 15 minute unit and: i. The majority of time is for a single individual served, then the claim/encounter shall be submitted attached to the individual's name who was the focus of this staffing conversation; or ii. The time is spent discussing multiple individuals (with no one individual being the focus of the time), then the team should create a rotation list (see below) in which a different individual would be selected for each of these staffing notes in order to submit claims and account for this staffing time; and c. An agency is not required to document every staff-to-staff conversation in the individual's medical record; however every attempt should be made to accurately document the time spent in staffing or case conferencing for individual consumers. The exceptions (which shall be documented in a medical record) are: i. When the staffing conversation modifies an individual's IRP or intervention strategy; and ii. When observations are discussed that may lead to treatment or intervention changes, and/or that change the course of treatment. 3. The ACT team must have documentation (e.g., notebook, binder, file, etc.) which contains all H0039HT staffing interactions (which shall become a document for audit purposes, and by which claims/encounters can be revoked-even though there are no funds attached). In addition to the requirements in Section G.2.above, a log of staff meetings is required to document staff meetings as outlined in Section A.2. The documentation notebook shall include: a. The team's protocol for submission of H0039HT encounters (how the team is accounting for the submissions of H0039HT in accordance with the above); b. The protocol for staffings which occur ad hoc (e.g. team member is remote supporting an individual and calls a clinical supervisor for a consult on support, etc.); c. Date of staffing; d. Time start/end for the "staffing" interaction; e. If a regular team meeting, names of team participants involved in staffing (signed/certified by the team leader or team lead designee in the absence of the team leader); f. If ad hoc staffing note, names of the team participants involved(signed by any one of the team members who is participating); g. Name all of individuals discussed/planned for during staffing; and h. Minimal documentation of content of discussion specific to each individual (1-2 sentences is sufficient). 4. If the group location is documented in the note as a community-based setting (despite the absence of an "out-of-clinic" code for group reporting), then it will be counted for reviews/audits as an out-of-clinic service. 5. All expectations set forth in this "Additional Service Components" section shall be documented in the record in a way which demonstrates compliance with the said items.

Community Based Inpatient Psychiatric & Substance Detoxification*														
Transaction Code	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate
Psychiatric Health Facility Service, Per Diem		H2013					Per negotiation							
Unit Value	1 day							Utilization Criteria	LOCUS Level 6					
Service Definition	A short-term stay in a licensed and accredited community-based hospital for the treatment or habilitation of a psychiatric and/or substance related disorder. Services are of short duration and provide treatment for an acute psychiatric or behavioral episode. This service may also include Medically Managed Inpatient Withdrawal Management at ASAM Level 4-WM.													
Admission Criteria	1. Individual with serious mental illness/SED that is experiencing serious impairment; persistent, recurrent, severe, or major symptoms (such as psychoses); or who is experiencing major suicidal, homicidal or high risk tendencies as a result of the mental illness; or 2. Individual's need is assessed for 24/7 supports which must be one-on-one and may not be met by any service array which is available in the community; or 3. Individual is assessed as meeting diagnostic criteria for a Substance Related Disorder according to the latest version of the DSM; and one or more of the following: a. Individual is experiencing signs of severe withdrawal, or there is evidence (based on history of substance intake, age, gender, previous withdrawal history, present symptoms, physical condition, and/or emotional/behavioral condition) that severe withdrawal syndrome is imminent; or b. Level 4-WM is the only available level of service that can provide the medical support and comfort needed by the individual, as evidenced by: i. A withdrawal management regimen or individual's response to that regimen that requires monitoring or intervention more frequently than hourly; or ii. The individual's need for withdrawal management or stabilization while pregnant, until she can be safely treated in a less intensive service.													
Continuing Stay Criteria	1. Individual continues to meet admission criteria; and 2. Individual's withdrawal signs and symptoms are not sufficiently resolved to the extent that they can be safely managed in less intensive services;													
Discharge Criteria	1. An adequate continuing care plan has been established; and one or more of the following: a. Individual no longer meets admission and continued stay criteria; or b. Individual requests discharge and individual is not imminently dangerous to self or others; or c. Transfer to another service/level of care is warranted by change in the individual's condition; or d. Individual requires services not available in this level of care.													
Service Exclusions	This service may not be provided simultaneously to any other service in the service array excepting short-term access to services that provide continuity of care or support planning for discharge from this service.													
Clinical Exclusions	Individuals with any of the following unless there is clearly documented evidence of an acute psychiatric condition/substance use disorder co-occurring with one of the following diagnoses: Autism, Developmental Disabilities, Organic Mental Disorder; or Traumatic Brain Injury.													
Required Components	1. This service must be licensed by DCH/HFR under the Rules and Regulations for Drug Abuse Treatment Programs, 290-4-2. 2. A physician's order in the individual's record is required to initiate withdrawal management services. Verbal orders or those initiated by a Physician's Assistant or Clinical Nurse Specialist are acceptable provided the physician signs them within 24 hours or the next working day.													
Staffing Requirements	Withdrawal management services must be provided only by nursing or other licensed medical staff under supervision of a physician.													

Reporting and Billing Requirements	1. This service requires authorization via the ASO via GCAL. Providers will select an individual from the State Contract Bed (SCB) Board. Once they accept them, they will assign the individual to a bed on the inventory status board (via bhlweb). Once an individual is assigned to the inventory status board a tracking number will be generated and the information will be sent from the Georgia Collaborative ASO crisis access team to the Georgia Collaborative ASO care management team for registration/authorization to take place. Once an authorization number is assigned, that number will appear on the beds inventory status board (on bhlweb) and an email will be generated and sent to the designated UM of the SCB facility containing the authorization number. 2. Span billing may occur for this service, meaning the start and end date are not the same on a given service claim line). The span dates may cross months (start date and end date on a given service line may begin in one month and end in the next).

Community Support Team

HIPAA Transaction Code	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate
Community Support Team	Practitioner Level 3, In-Clinic	H0039	TN	U3	U6		$30.01	Practitioner Level 3, Out-of-Clinic	H0039	TN	U3	U7		$36.68
	Practitioner Level 4, In-Clinic	H0039	TN	U4	U6		$20.30	Practitioner Level 4, Out-of-Clinic	H0039	TN	U4	U7		$24.36
	Practitioner Level 5, In-Clinic	H0039	TN	U5	U6		$15.13	Practitioner Level 5, Out-of-Clinic	H0039	TN	U5	U7		$18.15
Unit Value	15 minutes							Utilization Criteria	TBD					

Service Definition

Community Support Team (CST) is an intensive behavioral health service for individuals with severe mental illness living in rural areas of the State who are discharged from a hospital after multiple or extended stays or from multiple discharges from crisis stabilization unit(s), or discharged from correctional facilities or other institutional settings, or those leaving institutions who are reluctant to engage in treatment. This service utilizes a mental health team led by a licensed clinician to support individuals in decreasing hospitalizations, incarcerations, emergency room visits, and crisis episodes and increasing community tenure/independent functioning; increasing time working or with social contacts; and increasing personal satisfaction and autonomy. Through active assistance and based on identified, individualized needs, the individual will be engaged in the recovery process.

CST is a restorative/recovery focused intervention to assist individuals with:

1. Gaining access to necessary services;
2. Managing (including teaching skills to self-manage) their psychiatric and, if indicated, co-occurring addictive and physical diseases;
3. Developing optimal independent community living skills;
4. Achieving a stable living arrangement (independently or supported); and
5. Setting and attaining individual-defined recovery goals.

CST elements and interventions (as medically necessary) include:

1. Comprehensive behavioral health assessment;
2. Nursing services;
3. Symptom assessment/management;
4. Medication management/monitoring;
5. Medication Administration;
6. Linkage to services and resources including rehabilitation/recovery services, medical services, wellness and nutrition supports, general entitlement benefits;
7. Care Coordination;
8. Individual Counseling; and
9. Psychosocial Rehabilitation-Individual for skills training including:
    a. Daily living skills training;

	b. Illness self-management training; c. Problem-solving, social, interpersonal, and communication skills training; 10. Relapse prevention skills training and substance abuse recovery support; 11. Development of personal support networks; 12. Crisis planning and, if necessary, crisis intervention services; and 13. Consultation and psycho-educational support for the individual and his/her family/natural supporters (if this family interaction is endorsed by the individual served).
Admission Criteria	1. Individual with a severe and persistent mental illness that seriously interferes with their ability to live in the community as evidenced by: a. Transitioning or recently discharged (i.e., within past 6 months) from an institutional setting because of psychiatric issue; or b. Frequently admitted to a psychiatric inpatient facility (i.e. 3 or more times within past 12 months) or crisis stabilization unit for psychiatric stabilization and/or treatment; or c. Chronically homeless due to a psychiatric issue (i.e. continuously homeless for a year or more, or 4 episodes of homelessness within past 3 years); or d. Recently released from jail or prison (i.e. within past 6 months); or e. Frequently seen in the emergency room for behavioral health needs (i.e. 3 or more times within past 12 months); or f. Having a "forensic status" and the relevant court has found that aggressive community services are appropriate; AND 2. Individual with significant functional impairments as demonstrated by the inability to consistently engage in at least two (2) of the following: a. Maintaining personal hygiene; b. Meeting nutritional needs; c. Caring for personal business affairs; d. Obtaining medical, legal, and housing services; e. Recognizing and avoiding common dangers or hazards to self and possessions; f. Performing daily living tasks except with significant support or assistance from others such as friends, family, or other relatives; g. Employment at a self-sustaining level or consistently performing homemaker roles (e.g., household meal preparation, washing clothes, budgeting, or childcare tasks and responsibilities); h. Maintaining a safe living situation (e.g., evicted from housing, or recent loss of housing, or imminent risk of loss of housing); AND 3. Individual with one (1) or more of the following as indicators of continuous high-service needs (i.e., greater than 8 hours of service per month): a. High use of acute psychiatric hospitals or crisis/emergency services including mobile, in-clinic or crisis residential (e.g., 3 or more admission per year) or extended hospital stay (60 days within the past year) or psychiatric emergency services; b. Persistent, recurrent, severe, or major symptoms (e.g., affective, psychotic, suicidal); c. Coexisting substance use disorder of significant duration (e.g., greater than 6 months) or co-diagnosis of substance abuse (ASAM Levels I, II.1, II.5, III.3, III.5); d. High risk or a history of criminal justice involvement (e.g., arrest and incarceration); e. Chronically homeless defined as a) continuously homeless for one full year; OR b) having at least four (4) episodes of homelessness within the past three (3) years; f. Residing in an inpatient bed or in a supervised community residence, but clinically assessed to be able to live in a more independent living situation if intensive services are provided, or requiring a residential or institutional placement if more intensive services are not available; g. Inability to participate in traditional clinic-based services; AND 4. A lower level of service/support has been tried or considered and found inappropriate at this time.

Continuing Stay Criteria	1. Individual continues to have a documented need for a CST intervention at least four (4) times monthly such as to maintain newly established housing stability (within past 6 months), improved community functioning and/or self-care and illness self-management skills (such as attending scheduled appointments and taking medications as prescribed without significant prompting, using crisis plan as needed, accessing community resources as needed most of the time). AND 2. Individual continues to meet the admission criteria above; or 3. Individual has continued difficulty participating in traditional clinic-based services or a community setting at a less intensive level of service/supports; or 4. Individual is in substandard housing, homeless, or at imminent risk of becoming homeless due to functional impairments associated with behavioral health issues.
Discharge Criteria	1. There has been a planned reduction of units of service delivered and related evidence of the individual sustaining functioning through the reduction plan; and 2. An adequate continuing care plan has been established; and one (1) or more of the following: a. Individual no longer meets admission criteria; or b. Goals of the Individualized Recovery Plan have been substantially met; or c. Individual requests discharge and is not in imminent danger of harm to self or others; or d. Transfer to another service/level of care is warranted by a change in individual's condition; or e. Individual requires services not available in this level of care.
Service Exclusions	1. It is expected that the CST attempt to engage the individual in other rehabilitation and recovery-oriented services such as Housing Supports, Residential Services, group-oriented Peer Supports, group-oriented Psychosocial Rehabilitation, Supported Employment, etc.; however, ACT, Nursing Assessment, ICM and CM are Service Exclusions. Individuals may receive CST and one of these services for a limited period of time to facilitate a smooth transition. 2. SA Intensive Outpatient Program (SAIOP) is generally excluded; however, if an addiction issue is identified and documented as a clinical need, and the individual's current progress indicates that provision of CST services alone, without an organized SA program model, it is not likely to result in the individual's ability to maintain sobriety, CST may assist the individual in accessing the SAIOP service, but must ensure clinical coordination in order to avoid duplication of specific service interventions.
Clinical Exclusions	Individuals with the following conditions are excluded from admission unless there is clearly documented evidence of psychiatric condition/substance use disorder co-occurring with one of the following diagnoses: mental retardation, autism, organic mental disorder, substance-related disorder.
Required Components	1. Team meetings must be held a minimum of once a week and time dedicated to discussion of support and service to individuals must be documented in the Treatment Team Meetings log. Each individual must be discussed, even if briefly, at least one time monthly. CST staff members are expected to attend Treatment Team Meetings. 2. Services and interventions must be individually tailored to the needs, goals, preferences and assets of the individual with the goals of maximizing independence and recovery as defined by the individual. 3. At least 60% of all service units must involve face-to-face contact with individuals. The majority of face-to-face service units must be provided outside of program offices in locations that are comfortable and convenient for individuals (including the individual's home, based on individual need and preference and clinical appropriateness). 4. A median of 4 face-to-face visits must be delivered monthly by the CST as measured quarterly. Additional contacts above the monthly minimum may be either face-to-face or telephone collateral contact depending on the individual's support needs. 5. CST is expected to retain a high percentage of enrolled individuals in services with few drop-outs. In the event that the CST documents multiple attempts to locate and make contact with an individual and has demonstrated diligent search, after 60 days of unsuccessful attempts the individual may be discharged due to drop out. 6. While the minimum percentage of contacts is stated above, individual clinical need is always to be met and may require a level of service higher than the established minimum criteria for contact. CST teams will provide the clinically required level of service in order to achieve and maintain desired outcomes. 7. Individuals will be provided assistance by the ACT team with gaining skills and resources necessary to obtain housing of the individual's choice, including completion of the housing need and choice survey (https://waiverprod.dbhdd.ga.gov/Supportedhousing/) upon admission and with the development of a housing goal, which will be minimally updated at each reauthorization.
Staffing Requirements	1. A CST shall have a minimum of 3.5 team members which must include:

	a. (1 FTE) A fulltime dedicated Team Leader ("Dedicated" means that the team leader works with only one team at least 32 hours and up to 40 hours/week) who is a licensed clinician (LPC, LCSW, LMFT) and provides clinical and administrative supervision of the team. The team lead shall not supervise more than 4 team members. This individual must have at least 4 years of documented experience working with adults with a SPMI and preferably certified/credentialed addiction counselor/s (CAC), the TL is responsible for working with the team to monitor each individual's physical health, clinical status and response to treatment. b. (1 FTE) A fulltime or two half-time (.5 FTE) Certified Peer Specialist (s) who is/are fully integrated into the team and promotes individual self-determination and decision-making and provides essential expertise and consultation to the entire team to promote a culture in which each individual's point of view and preferences are recognized, understood, respected and integrated into treatment, rehabilitation, medical, and community self-help activities. Registered nurses may be clinic based with provision of community-based/in-home services as needed. c. (.5 FTE) A half-time registered nurse (RN). This person will provide nursing care, health evaluation/reevaluation, and medication administration and will make referrals as medically necessary to psychiatric and other medical services. Registered nurses may be clinic based with provision of community-based/ in the home services as needed. d. (1 FTE) A fulltime Paraprofessional level team member, minimally Bachelor's level, preferably with certified/credentialed addiction counselor/s (CAC). 2. CST is a service that is provided in rural areas, in areas with less consumer demand, and/or in areas with professional workforce shortages that make a full ACT team not feasible. As such, the staffing requirements are adjusted accordingly and the rates that are paid are consistent with the practitioner level and location of service as with other out-of-clinic services. 3. The CST maintains a small individual-to-staff ratio, with a minimum of 10 individuals served per full time staff member (10:1) and a maximum of 20 individuals served per staff member (20:1), yielding a 3-person team's minimum capacity of 30 and a team maximum capacity of 60. The Individual-to-staff ratio range should consider evening and weekend hours, needs of the target population, and geographical areas to be served. 4. Nursing face-to-face contact with each individual served by the team is determined based on the IRP, physician assessment, and is delivered at a frequency that is clinically and/or medically indicated.
Clinical Operations	1. CST must incorporate assertive engagement techniques to identify, locate, engage, and retain the most difficult to engage individuals who cycle in and out of intensive services. CST must demonstrate the implementation of well thought out engagement strategies to minimize discharges due to drop out including the use of street and shelter outreach approaches, legal mechanisms such as outpatient commitment (when clinically indicated), and collaboration with family, friends, parole and/or probation officers. 2. CST is expected to gather assessment information from internal or external provider sources on existing individuals in order to identify the individual's strengths, needs, abilities, resources, and preferences. CST Team Lead may complete a comprehensive behavioral health assessment on new individuals as well as ongoing assessments to ensure meeting the individual's changing needs or circumstances. When a comprehensive behavioral health assessment is conducted by the CST Team Lead, it may be billed as CST (see Billing & Reporting Requirements below). 3. CST is expected to assertively participate in transitional planning, coordinating, and accessing services and resources when an enrolled individual is being discharged from a psychiatric hospital; released from jail; or experiencing an episode of homelessness. A CST provider must also be a Tier 1 or Tier 2 Provider and may use Community Transition Planning to establish a connection or reconnection to the individual while in a state operated hospital, crisis stabilization unit, jail/prison, or other community psychiatric hospital, and participate in discharge planning meetings. 4. Because CST-eligible individuals may be difficult to engage, the initial treatment/recovery plan for an individual may be more generic at the onset of treatment/support. It is expected that the IRP be individualized and recovery-oriented after the team becomes engaged with the individual and comes to know the individual. The allowance for "generic" content of the IRP shall not extend beyond one initial authorization period. 5. Because of the complexity of the target population, it is expected that the individual served will receive ongoing physician assessment and treatment as well as other recovery-supporting services. These services may be provided by Tier 1 or Tier 2 Provider agency or by an external agency. There shall be documentation during each Authorization Period to demonstrate the team's efforts at consulting and collaborating with the physician and other recovery-supporting services. 6. CST will assist all eligible individuals with the application process to obtain entitlement benefits including SSI/SSDI, Food Stamps, VA, Medicaid, etc. including making appointments, completing applications and related paperwork. 7. Because many individuals served may have a mental illness and co-occurring addiction disorder, the CST team may not discontinue services to any individual based solely upon a relapse in his/her addiction recovery.

	8. CST must be designed to deliver services in various environments, such as homes, schools, homeless shelters, and street locations. The provider should keep in mind that individuals may prefer to meet staff at community locations other than their homes or other conspicuous locations (e.g. their place of employment or school), especially if staff drive a vehicle that is clearly marked as a state or agency vehicle, or if staff must identify themselves and their purpose to gain access to the individual in a way that may potentially embarrass the individual or breech the individual's privacy/confidentiality. Staff should be sensitive to and respectful of individuals' privacy/confidentiality rights and preferences in this regard to the greatest extent possible (e.g. if staff must meet with an individual during their work hours, mutually agree upon a meeting place nearby that is the least conspicuous from the individual's point of view). 9. The CST Crisis Plan must include a clear comprehensive approach for provision of 24/7 crisis response and emergency management of crisis situation that may occur after regular business hours, and on weekends, and holidays. a. The Crisis Plan should demonstrate a supportive linkage and connection between the organization and CST. b. A CST will ensure coordination with the Tier 1 or Tier 2 services provider or other clinical home service provider in all aspects of the IRP. c. The CST is required to provide follow-up for all CST-enrolled individuals for whom notification is received of a GCAL interaction/referral. 10. The CST agency must have established procedures that support the individual in preventing admission into psychiatric hospitalization/crisis stabilization. There shall be evidence that these procedures are utilized in the support of the individual when a crisis situation occurs. 11. Using the information collected through assessments, the CST staff work in partnership with the individual's Tier 1 or Tier 2 provider, specialty provider, residential provider, primary care physician, and other identified supports to develop a Wellness Recovery Action Plan (WRAP) that meets the medical, behavioral, wellness, social, educational, vocational, co-occurring, housing, financial, and other service needs of the eligible individual. 12. The organization must have an CST Organizational Plan that addresses the following: a. Particular rehabilitation, recovery and resource coordination models utilized, types of intervention practiced, and typical daily schedule for staff; b. Organizational Chart, Staffing pattern, and a description of how staff are deployed to assure that the required staff-to-consumer ratios are maintained; including how unplanned staff absences, illnesses, and emergencies are accommodated; c. Hours of operation, the staff assigned, and types of services provided to individuals, families, and/or guardians; d. How the plan for services is modified or adjusted to meet the needs specified in the Individualized Recovery Plan; e. Mechanisms to assure the individual has access to methods of transportation that support their ability engage in treatment, rehabilitation, medical, daily living and community self-help activities. Transportation is not a reimbursed element of this service; f. Intra-team communication plan regarding individual support (e.g., e-mail, team staffings, staff safety plan such as check-in protocols etc.); g. The team's approach to monitoring an individual's medical and other health issues and to engaging with health entities to support health/wellness; and h. How the organization will integrate individuals into the community including assisting individual in preparing for employment.
Service Accessibility	1. Services must be available 24 hours a day, 7 days a week with emergency response coverage. Answering devices/services/Georgia Crisis and Access Line do not meet the expectation of "emergency response". 2. There must be documented evidence that service hours of operation include evening, weekend and holiday hours. 3. At the time of provider application, the DBHDD will determine, through its Provider Enrollment process, the current need for a CST team in a given area. Because this service is targeted to rural areas, services may only be provided in counties with less than 150,000 population (per most recent estimates from the U.S. Census Bureau). The provider of this service must operate their CST business from a county which is qualified, in keeping with this population criteria.
Billing & Reporting Requirements	1. While a comprehensive assessment is clinically recommended to be provided as an integral part of CST, the provision and billing of Behavioral Health Assessment is also allowed by a non-CST practitioner in certain circumstances (such as assessment by a specialty practitioner for trauma, addiction, etc.; person presents in crisis and requires immediate assessment, etc.). 2. CST programs are expected to submit all requisite information in order to establish eligibility for the initial authorization, and if an individual meets eligibility they receive a 12-month authorization for CST services. During the first 12-months consumers receive an automatic-authorization for the first 4 authorizations for CST services. CST providers are required to submit information that the ASO references as a reauthorization every 90 days for collection of consumer outcome indicators. This data collection is captured from information submitted by CST programs during initial and subsequent authorization periods. There is no clinical review taking place during this 90-day data collection process-the 90-day data collection-reauthorization meets the need of data collection only. At these intervals, the use of the term "reauthorization" is merely a data collection process and not a clinical review for eligibility every 90 days. CST programs are expected to submit

	all requisite information in order to establish continued eligibility for the concurrent review for medical necessity (time frame is every 180 days, and begins after the initial 12 months of authorized services).

Crisis Respite Apartments

HIPAA Transaction Code	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate
Crisis Respite Service	Crisis Respite	H0045	HE				
Unit Value	1 day			Utilization Criteria			TBD
Service Definition	The service offers crisis respite for an individual who needs a supportive environment (1) when transitioning back into the community from a psychiatric inpatient facility, Crisis Stabilization Unit (CSU), or 23 hour observation area; or 2) when preventing an admission or readmission into a psychiatric inpatient facility, CSU, or 23 hour observation area and can be safely served in a voluntary community-based setting. Crisis Respite services include individualized engagement, crisis planning, linkage to behavioral health treatment/supports and other community resources necessary for the individual to safely reside in the community, including transportation assistance when needed to access appropriate services, supports, and levels of care.						
Admission Criteria	1. Individual with a severe and persistent mental illness that seriously interferes with their ability to live in the community and at least one of the below: a. Transitioning or recently discharged from a psychiatric inpatient setting; or b. Frequently admitted to a psychiatric inpatient facility or crisis stabilization unit (e.g., 3 or more admissions within past 12 months or extended hospital stay of 60 days within past12 months); or c. Chronically homeless (e.g., 1 extended episode of homelessness for one year, or 4 episodes of homelessness with 3 years; or d. Recently released from jail or prison; or e. Frequently seen in emergency rooms for behavioral health needs (e.g., 3 or more visits within past 12 months). 2. Individual is free of medical issues that require daily nursing or physician care; 3. Individual (does not demonstrate danger to self or others) is able to safely remain in an open, community-based placement; and 4. Individual demonstrates need for short-term crisis support which could delay or prevent the need for higher levels of service intensity (such as acute hospitalization); and/or 5. Individual has a circumstance which destabilizes their current living arrangement and the provision of this service would provide short-term crisis relief and support.						
Continuing Stay Criteria	1. Individual continues to meet admission criteria as defined above; 2. Individual has a Recovery goal to develop natural supports, but needs assistance implementing natural supports to assist in illness self-management; and 3. Individual demonstrates progress towards recovery goal and crisis resolution, however continues to have documented need for this service.						
Discharge Criteria	This service is short-term and transitional in nature, intended to support successful community transition and integration. As such, discharge planning begins upon admission. 1. Individual requests discharge; or 2. Individual's medical necessity indicates a need for an alternate level of care; or 3. Individual has received two consecutive episodes of care authorization; met the maximum length of stay of 30 consecutive days.						
Service Exclusions	Intensive, Semi-Independent, and Independent Residential Services. Crisis stabilization unit services, community based in-patient.						
Clinical Exclusions	1. Individuals experiencing a medical crisis are excluded from admission. 2. Individuals with the following conditions are excluded from admission unless there is clearly documented evidence of a psychiatric condition co-occurring with a diagnosis of: Mental retardation; and/or Autism; and/or Organic mental disorder; and/or Traumatic brain injury. 3. Danger to self or others.						

Crisis Respite Apartments	
Required Components	1. This service facilitates the provision of community supports that promote an individual's ability to prepare for and transition back into the community, including: a. Comprehensive Needs Assessment b. Linkage to appropriate behavioral health treatment and support services; c. Developing an individualized housing support plan, including housing goals, needs, preferences, available resources, barriers, completion of the Housing Choice and Needs Evaluation, etc.; d. Interventions that support an individual's ability to prepare and transition back into a community setting; and e. Assisting with housing applications and any associated search processes. 2. Each provider must have a defined standardized admission process which is shared with other referring agencies. 3. Crisis Respite services must be available daily including evening and weekend hours. 4. Agency must have a 24/7 Staffing Plan that includes on-call coverage with a response time of 30 minutes such that the ability to respond to individuals in crisis is provided. 5. At least one (1) face-to-face contact daily with each individual receiving Crisis Respite service. 6. Crisis Plan development to formulate and implement a crisis response. 7. To meet basic boarding expectation which includes clean linens/towels, the provision of 3 nutritious meals per day and nutritional snacks, access to laundry facilities, cleaning, and transportation assistance to access treatment and care. 8. Single person per room but if shared, bedroom must be gender specific with dividing partition or wing wall allowing for privacy. Bedrooms utilized for more than one person shall have a minimum of 60- sq. ft. per individual, a single room shall not be less than 100 sq. ft. 9. Shower/bathing facility shall be provided, not requiring access through another individual's bedroom. 10. To support privacy and confidentiality, programs shall not maintain administrative office space in individuals' living spaces. 11. As a part of the planning for when an individual will move to housing of his/her own choice, the Housing Choice and Needs Evaluation https://waiverprod.dbhdd.ga.gov/SupportedHousing/ must be completed. The only exception to this expectation is when an individual choses to opt out due to stable housing, personal choice, etc.
Staffing Requirements	1. The following practitioners may provide Crisis Respite Services: a. Practitioner Level 1: Physician/Psychiatrist (reimbursed at Level 4 rate). b. Practitioner Level 2: Psychologist, APRN, PA (reimbursed at Level 4 rate). c. Practitioner Level 3: LCSW, LPC, LMFT, RN (reimbursed at Level 4 rate). d. Practitioner Level 4: LMSW; LAPC; LAMFT; Psychologist/LCSW/LPC/LMFT's supervisee/trainee with at least a Bachelor's degree in one of the helping professions such as social work, community counseling, counseling, psychology, or criminology, functioning within the scope of the practice acts of the state; MAC, CAC-II, CADC, CCADC, GCADC (II, III); CPS, PP, CPRP, CAC-I or Addiction Counselor Trainees with at least a Bachelor's degree in one of the helping professions such as social work, community counseling, counseling, psychology, or criminology. e. Practitioner Level 5: CPS; PP; CPRP; or, when an individual served is co-occurring diagnosed with a mental illness and addiction issue CAC-I, RADT (I, II, or III), Addiction Counselor Trainees with high school diploma/equivalent under supervision of one of the licensed/credentialed professionals above. 2. When provided by one of the practitioners cited below, must be under the documented supervision (organizational charts, supervisory notation, etc.) of an independently licensed/credentialed professionals: a. Certified Peer Specialists. b. Paraprofessional staff. c. Certified Psychiatric Rehabilitation Professional. d. Certified Addiction Counselor-I. e. Registered Alcohol and Drug Technician (I, II, or III). f. Addiction Counselor Trainee.

Crisis Respite Apartments	
	3. Specific staffing requirements for each service provider are dependent upon how the service is integrated into an existing community-based service array and the providers' proposal for delivering the service. These requirements will be outlined in the provider-specific contracts and annexes.
Clinical Operations	1. Not to exceed up to six (6) Crisis Respite beds located in a single integrated community setting. 2. Crisis Respite is not accessible to individuals by walk-ins and there is no signage identifying the nature of this service. All individuals receiving Crisis Respite Services must come through a referring agency such as a Tier 1 or Tier 2 Provider, hospital, CSU, 23 hour observation area, emergency room, etc. Crisis Respite is not an emergency receiving facility and shall not receive individuals under emergency conditions. Any individual who presents under emergency conditions (1013) should be directed to a local emergency receiving facility. 3. Agency has a Crisis Respite Service Organizational Plan that addresses the following: a. Description of the staffing pattern and how staff are deployed to assure that the required staff-to-individual ratios are maintained, including how unplanned staff absences, illnesses, or emergencies are accommodated, case mix, access, etc.; b. Description of the hours of operations as related to access and availability to the individuals served; c. Description of how the IRP? plan constructed, modified and/or adjusted to meet the needs of the individual and to facilitate broad natural and formal support participation; and d. Description of how Crisis Respite Service agency engages with other agencies who may serve the target population. e. Description of protocol to secure the individual's personal items including medications. 4. For the individual connected to a behavioral health provider, the Crisis Respite staff shall engage the behavioral health agency to facilitate crisis resolution while meeting treatment and medication needs during brief respite period. 5. For the individual not connected to a behavioral health provider, the Crisis Respite staff shall engage and link that individual to behavioral health services upon admission. 6. Every individual will be assisted in developing a crisis plan at the time of admission or the individual's existing crisis plan will be reviewed in concert with existing behavioral health provider and updated as needed. 7. To promote privacy, there will be no external signage to indicate the presence of a behavioral health service. 8. Program staff shall introduce concepts of independent living to the individual and promote activities to advance goals of successful, individualized, community-integrated housing.
Service Accessibility	1. Referrals must be accepted daily during agency hours of operation, minimally between the hours of 9 am and 5 pm. When vacancies exist, referrals and admissions must be accepted 7 days per week. 2. Each provider is responsible for establishing a system with priority referral sources (hospitals, CSUs, Crisis Service Centers, Temporary Observation units, emergency rooms, Mobile Crisis Team) through which the status of bed availability is accessible to referral sources 24 hours per day. This may be though a website or automated phone greeting. 3. A maximum of 30 days may be provided to a single individual in a single episode of care. 4. This service incorporates linkage to choices for housing which reflect individualized needs, preferences, as well as appropriate and available housing options.
Reporting and Billing Requirements	1. All applicable ASO and DBHDD reporting requirements must be met. 2. Span billing may occur for this service, meaning the start and end date are not the same on a given service claim line; however, spans cannot cross months (e.g. start date and end date must be within the same month).
Additional Medicaid Requirements	Not a Medicaid-billable service.

Crisis Service Center							
HIPAA Transaction Code	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate

Crisis Service Center	Crisis Service Center (CSC)	S9484	
Unit Value	1 day (contact)	Utilization Criteria	TBD
Service Definition	A Crisis Service Center (CSC) provides short-term, 24/7, facility-based, walk-in psychiatric/substance related crisis evaluation and brief intervention services to support an individual who is experiencing an abrupt and substantial change in behavior noted by severe impairment of functioning typically associated with a precipitating situation or a marked increase in personal distress. These services also include screening and referral for appropriate outpatient services and community resources for those who are not in crisis but who are seeking access to behavioral health care. Interventions are provided by licensed and unlicensed behavioral health professionals, with supervision of the facility provided by a licensed professional and designed to prevent out of community treatment or hospitalization. Interventions used to de-escalate a crisis situation may include assessment of crisis; active listening and empathic responses to help relieve emotional distress; effective verbal and behavioral responses to warning signs of crisis related behavior; assistance to, and involvement/ participation of the individual (to the extent he/she is capable) in active problem solving, planning, and interventions; referral to appropriate levels of care for adults experiencing crisis situations which may include a crisis stabilization unit or other services deemed necessary to effectively manage the crisis; to mobilize natural support systems; and to arrange transportation when needed to access appropriate levels of care.		
Admission Criteria	1. Adult with a suspected or known mental illness diagnosis or substance related disorder; AND 2. Expressing a need for behavioral healthcare services; OR 3. Experiencing a severe situational crisis; OR 4. At risk of harm to self, others, and/or property. Risk may range from mild to imminent; and at least one of the following; a. Individual has insufficient or severely limited resources or skills necessary to cope with the immediate crisis; or b. Individual demonstrates lack of judgment and/or impulse control and/or cognitive/perceptual abilities which are necessary to cope with immediate crisis.		
Continuing Stay Criteria	Not applicable, as this service is intended to be a discrete time-limited service that stabilizes the individual and moves them to the appropriate level of care.		
Discharge Criteria	Crisis situation is resolved and/or referral to appropriate service is provided.		
Service Exclusions	No exclusions. However, if the individual is enrolled in ACT, it is the expectation that the ACT provider serve as the primary crisis response resource.		
Clinical Exclusions	1. A stand-alone Crisis Service Center (not co-located with or within a facility that is a Behavioral Health Crisis Center (BHCC)) is not an emergency receiving facility and shall not receive individuals under emergency conditions. Any individual who presents under emergency conditions (1013/213/probate court order) to a stand-alone CSC must be directed to the nearest available emergency receiving facility. 2. If a CSC operates as part of a Behavioral Health Crisis Center (BHCC), the CSC (or the associated Temp Observation or CSU service) must accept individuals referred under emergency conditions (1013/2013/probate court order) and perform a face-to-face evaluation in order to determine the most appropriate level of care. 3. If after face-to-face assessment by licensed staff, if it is determined that the severity individual requires services at a different level of care, the CSC will make the necessary referrals and/or arrangements for transfer to an appropriate level of care.		
Required Components	Crisis Service Center is a facility-based service which is operational 24 hours a day, 7 days a week, offering a safe environment for individuals receiving crisis assessments, stabilization, and referral services using licensed mental health professionals.		
Staffing Requirements	As specified per contract.		
Clinical Operations	1. All Physicians, Physician Assistants, and Advanced Practice Registered Nurses are under the supervision of a board-eligible Psychiatrist who provides direction, supervision and oversight of program quality. 2. On-Call Physicians, Physician Assistants, or Advanced Practice Registered Nurses may provide services, face-to-face, or via telemedicine. 3. Response time for On-Call Physicians, Physician Assistants, or Advanced Practice Registered Nurses must be within 1 hour of initial contact by CSC Staff.		
Service Accessibility	This service is available 7 days a week, 24 hours a day.		

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<tr><td>Reporting and Billing Requirements</td><td>Providers must report information on all individuals served in CSC no matter the funding source:
1. The CSC shall submit prior authorization requests for all individuals served (state-funded, Medicaid funded, private pay, other third party payer, etc.);
2. The CSC shall submit per diem encounters (1 per day) for service (S9484) for all individuals served (state-funded, Medicaid funded, private pay, other third party payer, etc.) even if sub-parts cited in type of care P0015 are billed as a claim to Medicaid or other payer source; and
3. The CSC is allowed a 24-hour window for completion of Orders up to one 91) calendar day following the start of services, must document this exception on the Order, and note the name of the staff member responsible for obtaining the Order for service.</td></tr>
<tr><td>Additional Medicaid Requirements</td><td>1. The Crisis Service Center should bill individual discrete services for Medicaid recipients. There is a Crisis Service type of care available for use by Crisis Service Centers (stand-alone and within a BHCC).
2. The individual services listed below may be billed up to the daily maximum listed for services provided in the Crisis Service Center. Billable services and daily units within the CSC are as follows:

<table>
<tr><th>Service</th><th>Max Daily Units</th></tr>
<tr><td>Behavioral Health Assessment & Service Plan Development</td><td>12</td></tr>
<tr><td>Psychological Testing</td><td>5</td></tr>
<tr><td>Diagnostic Assessment</td><td>2</td></tr>
<tr><td>Interactive Complexity</td><td>4</td></tr>
<tr><td>Crisis Intervention</td><td>14</td></tr>
<tr><td>Psychiatric Treatment</td><td>2</td></tr>
<tr><td>Nursing Assessment & Care</td><td>14</td></tr>
<tr><td>Medication Administration</td><td>1</td></tr>
<tr><td>Psychosocial Rehabilitation - Individual</td><td>8</td></tr>
<tr><td>Addictive Disease Support Services</td><td>16</td></tr>
<tr><td>Individual Outpatient Services</td><td>1</td></tr>
<tr><td>Family Outpatient Services</td><td>4</td></tr>
<tr><td>Case Management</td><td>12</td></tr>
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Crisis Stabilization Unit (CSU) Services

Transaction Code	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate
Behavioral Health; Short-term Residential (Non-Hospital Residential Treatment Program W/o Rm & Board, Per Diem)		H0018	U2				Per negotiation and specific to Medicaid, see item E.2. below.	Behavioral Health; Short-term Residential (Non-Hospital Residential Treatment Program W/o Rm & Board, Per Diem)	H0018	TB	U2			Per negotiation
Unit Value	1 day							Utilization Criteria	LOCUS Levels 5 and 6					
Service Definition	This is a residential alternative to or diversion from inpatient hospitalization, offering psychiatric stabilization and withdrawal management services. The program provides medically monitored residential services for the purpose of providing psychiatric stabilization and substance withdrawal management services on a short-term basis. Services may include: 1. Psychiatric medical assessment; 2. Crisis assessment, support and intervention; 3. Medically Monitored Residential Substance Withdrawal Management (at ASAM Level III.7-D). 4. Medication administration, management and monitoring; 5. Brief individual, group and/or family counseling; and 6. Linkage to other services as needed.													
Admission Criteria	1. Treatment at a lower level of care has been attempted or given serious consideration; and #2 and/or #3 are met: 2. Individual has a known or suspected illness/disorder in keeping with target populations listed above; or 3. Individual is experiencing a severe situational crisis which has significantly compromised safety and/or functioning; and one or more of the following: a. Individual presents a substantial risk of harm to self, others, and/or property or is so unable to care for his or her own physical health and safety as to create a life-endangering crisis. Risk may range from mild to imminent; or b. Individual has insufficient or severely limited resources or skills necessary to cope with the immediate crisis; or c. Individual demonstrates lack of judgment and/or impulse control and/or cognitive/perceptual abilities to manage the crisis; or d. For withdrawal management services, individual meets admission criteria for Medically Monitored Residential Withdrawal Management.													
Continuing Stay Criteria	This service may be utilized at various points in the course of treatment and recovery; however, each intervention is intended to be a discrete time-limited service that stabilizes the individual. These time limits for continued stay are based upon the individual's specific needs.													
Discharge Criteria	1. Individual no longer meets admission guidelines requirements; or 2. Crisis situation is resolved and an adequate continuing care plan has been established; or 3. Individual does not stabilize within the evaluation period and must be transferred to a higher intensity service.													
Service Exclusions	This is a comprehensive service intervention that is not to be provided with any other service(s), except for the following: a. Methadone Administration. b. Crisis Services Type of Care.													
Clinical Exclusions	1. Individual is not in crisis. 2. Individual does not present a risk of harm to self or others or is able to care for his or her own physical health and safety. 3. Severity of clinical issues precludes provision of services at this level of intensity.													
Required Components	1. Crisis Stabilization Units (CSU) providing medically monitored short-term residential psychiatric stabilization and withdrawal management services shall be designated by the Department as both an emergency receiving facility and an evaluation facility and must be surveyed and licensed by the DBHDD. 2. In addition to all service qualifications specified in this document, providers of this service must adhere to the DBHDD Policy on Behavioral Health Provider Certification and Operational Requirements for Certified Crisis Stabilization Units (CSUs), 01-325.													

<table>
<tr><td></td><td>3. Individual referred to a CSU must be evaluated by a physician within 24 hours of the referral.
4. Services must be provided in a facility designated as an emergency receiving and evaluation facility that is not also an inpatient hospital, a freestanding Institute for Mental Disease (IMD), or a licensed substance abuse detoxification facility.
5. All services provided within the CSU must be delivered under the direction of a physician. A physician must conduct an assessment of new admissions, address issues of care, and write orders as required.
6. Crisis Stabilization Units (CSU) must continually monitor the bed –board, regardless of current bed availability, and review, accept or decline individuals who are awaiting disposition on a bed-board, and provide a disposition based on clinical review. It is the expectation that CSU's accept the individual who is most in need.
7. CSUs are expected to review, accept or decline at least 90% of all individuals placed on a bed-board over the course of a fiscal year.
8. A physician–to-physician consultation is required for all CSU denials that occur when that CSU has an open/available bed.</td></tr>
<tr><td>Staffing Requirements</td><td>1. Crisis Stabilization Unit (CSU) Services must be provided by a physician or a staff member under the supervision of a physician, practicing within the scope of State law.
2. A CSU must employ a fulltime Nursing Administrator who is a Registered Nurse.
3. A CSU must have a Registered Nurse present at the facility at all times.
4. Staff-to-individual served ratios must be established based on the stabilization needs of individuals being served and in accordance with rules and regulations.
5. Functions performed by Physician Assistants, Nurse Practitioners, Clinical Nurse Specialists, Registered Nurses, and Licensed Practical Nurses must be performed within the scope of practice allowed by State law and Professional Practice Acts.
6. CSUs are encouraged to employ a CPS as part of their regular staffing compliment, and utilize them in early engagement, orientation to services, skills building, WRAP development, discharge planning and aftercare follow-up.</td></tr>
<tr><td>Clinical Operations</td><td>1. CSU must have documented operating agreements and referral mechanisms for psychiatric disorders, addictive disorders, and physical healthcare needs that are beyond the scope of the CSU and that require inpatient treatment. Operating agreements must delineate the type and level of service to be provided by the private or public inpatient hospital or treatment facility. These agreements must specifically address the criteria and procedures for transferring an individual to a designated treatment facility when the CSU is unable to stabilize the individual.
2. CSUs must follow the seclusion and restraint procedures included in the Department's "Crisis Stabilization Unit Rules and Regulations" and in related policy.
3. For individuals with co-occurring diagnoses including developmental disability/developmental disabilities, this service must target the symptoms, manifestations, and skills-development related to the identified behavioral health issue.
4. Individuals served in transitional beds may access an array of community-based services in preparation for their transition out of the CSU, and are expected to engage in community-based services daily while in a transitional bed.</td></tr>
<tr><td>Service Accessibility</td><td>The CSU shall adhere to PolicyStat Chapter 15: Access to Services, Crisis Service Plans for Provision of Crisis Services to Individuals who are Deaf, Deaf-Blind, and Hard of Hearing, 15-113</td></tr>
<tr><td>Additional Medicaid Requirements</td><td>1. Crisis Stabilization Units with 16 beds or less should bill individual discrete services for Medicaid recipients.
2. The individual services listed below may be billed up to the daily maximum listed for services provided in a Crisis Stabilization Unit. Billable services and daily limits within CSUs are as follows:

<table>
<tr><th>Service</th><th>Daily Maximum Billable Units</th></tr>
<tr><td>Crisis Intervention</td><td>8 units</td></tr>
<tr><td>Diagnostic Assessment</td><td>2 units</td></tr>
<tr><td>Psychiatric Treatment</td><td>1 unit (Pharmacological Mgmt only)</td></tr>
<tr><td>Nursing Assessment and Care</td><td>5 units</td></tr>
<tr><td>Medication Administration</td><td>1 unit</td></tr>
<tr><td>Group Training/Counseling</td><td>4 units</td></tr>
<tr><td>Behavioral Health Assessment & Serv. Plan Development</td><td>24 units</td></tr>
<tr><td>Medication Administration</td><td>1 unit</td></tr>
</table></td></tr>
</table>

	3. Medicaid claims for the services above may not be billed for any service provided to Medicaid-eligible individuals in CSUs with greater than 16 beds.
Reporting & Billing Requirements	1. This service requires authorization via the ASO via GCAL. Providers will select an individual from the State Contract Bed (SCB) Board. Once they accept them, they will assign the individual to a bed on the inventory status board (via bhlweb). Once an individual is assigned to the inventory status board a tracking number will be generated and the information will be sent from the Georgia Collaborative ASO crisis access team to the Georgia Collaborative ASO care management team for registration/authorization to take place. Once an authorization number is assigned, that number will appear on the beds inventory status board (on bhlweb) and an email will be generated and sent to the designated UM of the SCB facility containing the authorization number. 2. Providers must report information on all individuals served in CSUs no matter the funding source: 3. The CSU shall submit prior authorization requests for all individuals served (state-funded, Medicaid funded, private pay, other third party payer, etc.); 4. The CSU shall submit per diem encounters (H0018HAU2 or H0018HATBU2) for all individuals served (state-funded, Medicaid funded, private pay, other third party payer, etc.) even if sub-parts cited in E.2 above are also billed as a claim to Medicaid; 5. Providers must designate either CSU bed use or transitional bed use in encounter submissions through the presence or absence of the TB modifier. TB represents "Transitional Bed." 6. Unlike all other DBHDD residential services, the start date of a CSU span encounter submission may be in one month and the end date may be in the next. The span of reporting must cover continuous days of service and the number of units must equal the days in the span.
Documentation Requirements	1. Individuals receiving services within the CSU shall be reported as a per diem encounter based upon occupancy at 11:59PM. At 11:59PM, each individual reported must have a verifiable physician's order for CSU level of care [or order written by delegation of authority to nurse or physician assistant under protocol as specified in § 43-34-23]. Individuals entering and leaving the CSU on the same day (prior to 11:59PM) will not have a per diem encounter reported. 2. For individuals transferred to transitional beds, the date of transfer must be documented in a progress note and filed in the individual's chart. 3. Specific to item F.1. above, the notes for the program must have documentation to support the per diem AND, if the program bills sub-parts to Medicaid (in accordance with E. above), each discrete service delivered must have documentation to support that sub-billable code (e.g. Group is provided for 1 hour, Group is billed for 1 hour, Group note is for 4 units at the 15 minute rate and meets all the necessary components of documentation for that sub-code). 4. Daily engagement in community-based services must also be documented in progress notes for those occupying transitional beds.

Intensive Case Management

HIPAA Transaction Code	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate
Intensive Case Management	Practitioner Level 4, In-Clinic	T1016	HK	U4	U6		$20.30	Practitioner Level 4, In-Clinic, Collateral Contact	T1016	HK	UK	U4	U6	$20.30
	Practitioner Level 5, In-Clinic	T1016	HK	U5	U6		$15.13	Practitioner Level 5, In-Clinic, Collateral Contact	T1016	HK	UK	U5	U6	$15.13
	Practitioner Level 4, Out-of-Clinic	T1016	HK	U4	U7		$24.36	Practitioner Level 4, Out-of-Clinic, Collateral Contact	T1016	HK	UK	U4	U7	$24.36
	Practitioner Level 5, Out-of-Clinic	T1016	HK	U5	U7		$18.15	Practitioner Level 5, Out-of-Clinic, Collateral Contact	T1016	HK	UK	U5	U7	$18.15
Unit Value	15 minutes							Utilization Criteria	TBD					
Service Definition	Intensive Case Management consists of providing environmental supports and care coordination considered essential to assist a person with improving his/her functioning, gaining access to necessary services, and creating an environment that promotes recovery as identified in his/her Individual Recovery Plan (IRP). The focus of the interventions include assisting the individual with: 1) developing natural supports to promote community integration; 2) identifying service needs; 3) referring and linking to services and resources identified through the service planning process; 4) coordinating services identified on the IRP to maximize service integration and minimize service gaps; and 5) ensuring continued adequacy of the IRP to meet his/her ongoing and changing needs.													

Intensive Case Management	
	The performance outcome expectations for individuals receiving this service include decreased hospitalizations, decreased incarcerations, decreased episodes of homelessness, increased housing stability, increased participation in employment activities, and increased community engagement. Intensive Case Management shall consist of four (4) major components and cover multiple domains that impact one's overall wellness including medical, behavioral, wellness, social, educational, vocational, co-occurring, housing, financial, and other service needs of the individual: <u>Engagement & Needs Identification</u> The case manager engages the individual in a recovery-based partnership that promotes personal responsibility, and provides support, hope and encouragement. The case manager assists the individual with developing a community-based support network to facilitate community integration and maintain housing stability. Through engagement, the case manager partners with the individual to identify and prioritize housing, service, and resource needs to be included in the IRP. <u>Care Coordination</u> The case manager coordinates care activities and assist the individual as he/she moves between and among services and supports. Case Coordination requires information sharing among the individual, his/her Tier 1 or Tier 2 provider, specialty provider(s), residential provider, primary care physician, and other identified supports in order to: 1) ensure the individual receives a full range of integrated services necessary to support a life in recovery including health, home, purpose, and community; 2) ensure the individual has an adequate and current crisis plan; 3)reduce barriers to accessing services and resources; 4) minimize disruption, fragmentation, and gaps in service; and 5) ensure all parties work collaboratively for the common benefit of the individual. <u>Referral & Linkage</u> The case manager assists the individual with referral and linkage to services and resources identified on the IRP including housing, social supports, family/natural supports, entitlements (e.g. SSI/SSDI, Food Stamps, VA), income, transportation, etc. Referral and linkage activities may include assisting the individual to: 1) locate available resources; 2) make and keep appointments; 3) complete intake and application processes and 4) arrange transportation when needed. <u>Monitoring & Follow-Up</u> The case manager visits the individual in the community to jointly review progress toward achievement of IRP goals and to seek input regarding his/her level of satisfaction with treatment and any recommendations for change. The case manager monitors and follows-up with the individual in order to: 1) determine if services are provided in accordance with the IRP; 2) determine if services are adequately and effectively addressing the individual's needs; 3) determine the need for additional or alternative services related to the individual's changing needs or circumstances; and 4) notify the treatment team when monitoring indicates the need for an IRP reassessment and update.
Admission Criteria	1. Individual must meet DBHDD eligibility criteria: AND 2. Individual has a severe and persistent mental illness that seriously interferes with their ability to live in the community and: a. Transitioning or recently discharged (i.e., within past 6 months) from a psychiatric inpatient setting; or b. Frequently admitted to a psychiatric inpatient facility (i.e. 3 or more times within past 12 months) or crisis stabilization unit for psychiatric stabilization and/or treatment; or c. Chronically homeless (i.e. continuously homeless for a year or more, or 4 episodes of homelessness within past 3 years); or d. Recently released from jail or prison (i.e. within past 6 months); or e. Frequently seen in the emergency room (i.e. 3 or more times within past 12 months) for behavioral health needs; or f. Transitioning or have been recently discharged from Assertive Community Treatment services; AND 3. Individual has significant functional impairments that interfere with integration in the community and needs assistance in two (2) or more of the following areas which, despite support from a care giver or behavioral health staff (i.e.CM, AD Support Services) continues to be an area that the individual cannot complete. Needs significant assistance to:

Intensive Case Management	
	a. Navigate and self-manage necessary services; b. Maintain personal hygiene; c. Meet nutritional needs; d. Care for personal business affairs; e. Obtain or maintain medical, legal, and housing services; f. Recognize and avoid common dangers or hazards to self and possessions; g. Perform daily living tasks ; h. Obtain or maintain employment at a self-sustaining level or consistently perform homemaker roles (e.g., household meal preparation, washing clothes, budgeting, or childcare tasks and responsibilities); i. Maintain a safe living situation (e.g. evicted from housing, or recent loss of housing, or imminent risk of loss of housing); AND 4. Individual is engaged in their Recovery Plan but needs assistance with one (1) or more of the following areas as an indicator of demonstrated ownership and engagement with his/her own illness self-management: a. Taking prescribed medications, or b. Following a crisis plan, or c. Maintaining community integration, or d. Keeping appointments with needed services which have resulted in the exhibition of specific behaviors that have led to two or more of the following within the past 18 months: i. Hospitalization. ii. Incarceration. iii. Homelessness, or use of other crisis services (i.e. CSU, ER, etc.).
Continuing Stay Criteria	1. Individual continues to have a documented need for an ICM intervention at least four (4) times monthly. AND 2. Individual continues to demonstrate significant functional impairment as demonstrated by the need for assistance in 2 or more of the following areas which, despite support from a caregiver or behavioral health staff continues to be an area that the individual cannot complete. Needs significant assistance to: a. Access, navigate and/or manage multiple necessary community services. b. Maintain personal hygiene. c. Meet nutritional needs. d. Care for personal business affairs. e. Obtain or maintain medical, legal, and housing services. f. Recognize and avoid common dangers or hazards to self and possessions. g. Perform daily living tasks except with significant support or assistance from others such as friends, family, or other relatives. h. Obtain or maintain employment at a self-sustaining level or inability to consistently carry out homemaker roles (e.g. household meal preparation, washing clothes, budgeting, or childcare tasks and responsibilities). i. Maintain a safe living situation (e.g. evicted from housing, or recent loss of housing, or imminent risk of loss of housing). j. Keep appointments with needed services including mental health appointments. k. Take medications as prescribed. l. Budgeting money (including prioritizing expenses) to ensure necessary living expenses are maintained. AND 3. One of the following: a. Continued difficulty participating in traditional clinic-based services or a community setting at a less intensive level of service/supports; b. Substandard housing, homeless, or at imminent risk of becoming homeless due to functional impairments associated with behavioral health issues;

Intensive Case Management	
	c. Living arrangement through a Georgia Housing Voucher and needs ongoing support to maintain stable housing; and d. Experienced recent life changing event (Examples include Death of Significant Other or close family member, Change in marital status, Involvement with criminal justice system, Serious Illness or injury of self or close family member, financial issues including loss of job, disability check, etc.) and needs intensive support to prevent the utilization of crisis level services.
Discharge Criteria	1. There has been a planned reduction of units of service delivered and related evidence of the individual sustaining functioning through that reduction plan; and 2. Individual has established recovery support networks to assist in maintenance of recovery (such as peer supports, AA, NA, etc.); and 3. Individual has demonstrated some ownership and engagement with her/his own illness self-management as evidenced by: a. Navigating and self-managing necessary services; b. Maintaining personal hygiene; c. Meeting his/her own nutritional needs; d. Caring for personal business affairs; e. Obtaining or maintaining medical, legal, and housing services; f. Recognizing and avoiding common dangers or hazards to self and possessions; g. Performing daily living tasks; h. Obtaining or maintaining employment at a self-sustaining level or consistently performing homemaker roles (e.g., household meal preparation, washing clothes, budgeting, or childcare tasks and responsibilities); and i. Maintaining a safe living situation.
Service Exclusions	1. This service may not duplicate any discharge planning efforts which are part of the expectation for hospitals, ICF/IID, Institutions for Mental Disease (IMDs), and Psychiatric Residential Treatment Facilities (PRTFs) for youth transition population. 2. This service is not available to any individual who receives a waiver service via the Department of Community Health. Payment for ICM Services under the plan shall not duplicate payments made to public agencies or private entities under other program authorities for this same purpose. 3. Individuals with a substance-related disorder are excluded from receiving this service unless there is clearly documented evidence of a co-occurring psychiatric diagnosis. 4. For individuals receiving this service, "Service Plan Development" utilization should be limited and supplanted with this service. 5. ACT, CST, and CM are Service Exclusions. Individuals may receive ICM and one of these services for a limited period of time to facilitate a smooth transition.
Clinical Exclusions	Individuals with the following conditions are excluded from admission unless there is clearly documented evidence of a psychiatric condition co-occurring with the diagnosis of: a. Mental retardation; and/or b. Autism; and/or c. Organic mental disorder; and/or d. Traumatic brain injury.
Required Components	1. Each provider must have policies and procedures related to referral including providing outreach to agencies who may serve the targeted population, including but not limited to psychiatric inpatient hospitals, Crisis Stabilization Units, jails, prisons, homeless shelters, etc.. 2. Demonstrate and maintain a time frame from receipt of referral to engagement into services with an individual of no more than 5 days. 3. The organization must have policies and procedures for protecting the safety of staff that engage in these community-based service delivery activities. 4. Individuals will be provided assistance with gaining skills and resources necessary to obtain housing of the individual's choice, including completion of the housing need and choice survey (https://waiverprod.dbhdd.ga.gov/Supportedhousing/) upon admission and with the development of a housing goal, which will be minimally updated at each reauthorization. 5. Maintain face-to-face contact with individuals receiving Intensive Case Management services, providing a supportive and practical environment that promotes recovery and maintain adherence to the desired performance outcomes that have been established for individuals receiving ICM services. It is expected that

Intensive Case Management	
	frequency of face-to-face contact is increased when clinically indicated in order to achieve the performance outcomes, and the intensity of service is reflected in the individual's IRP. 6. A minimum of 4 face-to-face visits must be delivered on a monthly basis to each consumer. Additional contacts may be either face-to-face or telephone collateral contact depending on the individual's support needs, 60% of total units must be face-to-face contacts with the individual. 7. At least 50% of all face-to-face service units must be delivered in non-clinic/community-based settings (i.e., any place that is convenient for the individual such as a FQHC, place of employment, community space) over the authorization period (these units are specific to single individual records and are not aggregate across an agency/program or multiple payers). 8. In the absence of monthly face-to-face contacts and if at least two unsuccessful attempts to make face-to-face contact have been tried and documented, the provider may bill for a maximum of 2 telephone contacts in that specified month (denoted by the UK modifier). This may occur for no more than 60 consecutive days. 9. After 8 unsuccessful attempts at making face to face contact with an individual, the ICM and members of the treatment/support team will re-evaluate the standing IRP and utilization of services. 10. ICM is expected to retain a high percentage of enrolled individuals in services with few drop-outs. In the event that an ICM has documented multiple attempts to locate and make contact with an individual and has demonstrated diligent search, after 60 days of unsuccessful attempts the individual may be discharged due to drop out. 11. Individuals for whom there is a written transition/discharge plan may receive a tapered benefit based upon individualized need as documented in that plan. 12. Team meetings must be held a minimum of once a week and time dedicated to discussion of support and service to individuals must be documented in the Treatment Team Meetings Log. Each individual must be discussed, even if briefly, at least one time monthly. ICM staff members are expected to attend Treatment Team Meetings.
Staffing Requirements	1. The following practitioners may provide ICM services: • Practitioner Level 1: Physician/Psychiatrist (reimbursed at Level 4 rate) • Practitioner Level 2: Psychologist, APRN, PA (reimbursed at Level 4 rate) • Practitioner Level 3: LCSW, LPC, LMFT, RN (reimbursed at Level 4 rate) • Practitioner Level 4: LMSW; LAPC; LAMFT; Psychologist/LCSW/LPC/LMFT's supervisee/trainee with at least a Bachelor's degree in one of the helping professions such as social work, community counseling, counseling, psychology, or criminology, functioning within the scope of the practice acts of the state; MAC, CAC-II, CADC, CCADC, GCADC (II, III); CPS, PP, CPRP, CAC-I or Addiction Counselor Trainees with at least a Bachelor's degree in one of the helping professions such as social work, community counseling, counseling, psychology, or criminology. • Practitioner Level 5: CPS; PP; CPRP; or, when an individual served is co-occurring diagnosed with a mental illness and addiction issue CAC-I, RADT (I, II, or III), Addiction Counselor Trainees with high school diploma/equivalent under supervision of one of the licensed/credentialed professionals above. 2. Each ICM provider shall have a minimum of 11 staff members which must include 1 full-time licensed supervisor and 10 full-time case managers. When provided by one of the practitioners cited below, must be under the documented supervision (organizational charts, supervisory notation, etc.) of one of the independently licensed/credentialed professionals above: • Certified Peer Specialists • Paraprofessional staff • Certified Psychiatric Rehabilitation Professional • Certified Addiction Counselor-I • Registered Alcohol and Drug Technician (I,II, or III)k • Addiction Counselor Trainee 3. Oversight of an intensive case manager is provided by an independently licensed practitioner.

Intensive Case Management	
	4. Staff to consumer ratio for ICM services shall be a maximum caseload of 1:20 quarterly in rural areas and 1:30 in urban areas. Minimum caseloads in rural areas are 1:15 and 1:25 in urban areas. These ratios reflect a maximum team capacity of 200 in rural areas and 300 in urban areas. Urban counties are delineated in the annual Georgia County Guide with the term "Metropolitan County".
Clinical Operations	1. ICM may include (with the consent of the Adult) coordination with family and significant others and with other systems/supports (e.g., work, religious entities, corrections, aging agencies, etc.) when appropriate for treatment and recovery needs. 2. ICM providers must have the ability to deliver services in various environments, such as homes, homeless shelters, or street locations. The provider should keep in mind that individuals may prefer to meet staff at a community location other than their homes or other conspicuous locations (e.g. their place of employment), especially if staff drive a vehicle that is clearly marked as a state or agency vehicle, or if staff must identify themselves and their purpose to gain access to the individual in a way that may potentially embarrass the individual or breech the individual's privacy/confidentiality. Staff should be sensitive to and respectful of individuals' privacy/confidentiality rights and preferences in this regard to the greatest extent possible (e.g. if staff must meet with an individual during their work time, if the individual wishes, mutually agree upon a meeting place nearby that is the least conspicuous from the individual's point of view). 3. ICM must incorporate assertive engagement techniques to identify, locate, engage, and retain the most difficult to engage enrolled individuals who cycle in and out of intensive services. ICM must demonstrate the implementation of well thought out engagement strategies to minimize discharges due to drop out including the use of street and shelter outreach approaches and collateral contacts with family, friends, probation or parole officers. 4. ICM is expected to assertively participate in transitional planning, coordinating, and accessing services and resources when an enrolled individual is being discharged from a psychiatric hospital; released from jail; or experiencing an episode of homelessness. An ICM provider that is also a Tier 1 or Tier 2 Provider may use Community Transition Planning to establish a connection or reconnection to the individual while in a state operated hospital, crisis stabilization unit, jail/prison, or other community psychiatric hospital, and participate in discharge planning meetings. Because of the complex needs of the target population, ICM may only be delivered by a Tier 1 or Tier 2 Provider. It is expected that any individual receiving ICM services will be connected to a Tier 1 or Tier 2 Provider or other service provider where they receive ongoing physician assessment and treatment as well as other recovery-supporting services. There shall be documentation during each Authorization Period that demonstrates ICM collaboration efforts with the individual's physician and other recovery supporting services. 5. The organization must have policies that govern the provision of services in natural settings and can document that the organization respects individuals' rights to privacy and confidentiality when services are provided in these settings. 6. The organization has established procedures/protocols for handling emergency and crisis situations: a. The organization jointly develops the crisis plan in partnership with the individual. The organization is engaged with the individual to ensure that the plan is complete, current, adequate, and communicated to all appropriate parties. b. There is evaluation of the adequacy of the individual's crisis plan and its implementation at periodic intervals including post-crisis events. o While respecting the individual's crisis plan and identified points of first response, the policies should articulate the role of the Tier 1 or Tier 2 provider agency to be the primary responsible provider for providing crisis supports and intervention as clinically necessary o Describe methods for supporting individuals as they transition to and from psychiatric hospitalization/crisis stabilization. 7. The organization must have an ICM Organizational Plan that addresses the following: a. Description of the role of ICM during a crisis in partnership with the individual, and Tier 1 or Tier 2 provider or other clinical home service provider where the individual receives ongoing physician assessment and treatment as well as other recovery supporting services. b. Description of the staffing pattern and how staff are deployed to assure that the required staff-to-individual ratios are maintained, including how unplanned staff absences, illnesses, or emergencies are accommodated, case mix, access, etc. c. Description of the hours of operations as related to access and availability to the individuals served; d. Description of how the IRP plan constructed, modified and/or adjusted to meet the needs of the individual and to facilitate broad natural and formal support participation; and e. Description of how ICM agencies engage with other agencies who may serve the target population.

Intensive Case Management

Service Accessibility	There must be documented evidence that service hours of operation include evening, weekend, and holiday hours.
Reporting and Billing Requirements	When a billable collateral contact is provided, the UK reporting modifier shall be utilized. A collateral contact is classified as any contact that is not face-to-face with the individual.

Housing Supplements

Transaction Code	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate
Housing Supplements		ROOM1					Actual cost							
Unit Value	1 day							Maximum Daily Units	1					
Service Definition	This is a rental/housing subsidy that must be justified by a personal consumer budget. This may include a one-time rental payment to prevent eviction/homelessness.													
Admission Criteria	1. Individual meets target population as identified above; and 2. Based upon a personal budget, individual has a need for financial support for a living arrangement.													
Continuing Stay Criteria	1. Individual continues to meet admission criteria as defined above; and 2. Individual has developed a Recovery goal to develop natural supports that promote the family/caregiver-management of these needs.													
Discharge Criteria	1. Individual requests discharge; or 2. Individual has acquired natural supports that supplant the need for this service.													
Clinical Exclusions	Individuals with the following conditions are excluded from admission unless there is clearly documented evidence of psychiatric condition co-occurring with one of the following diagnoses: developmental disability, autism, organic mental disorder, traumatic brain injury.													
Documentation Requirements	1. If the individual supported is sharing rent with another person, then agency may only utilize and report the assistance provided to the served individual (rounded to the nearest dollar). 2. The individual clinical record must have documentation of the actual payment by the agency to the leaser/landlord. A receipt for this payment must also be kept in the clinical record.													

Housing Voucher (Georgia Housing Voucher Program)

Transaction Code	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate
Supported Housing		H0044	RR				Actual cost							
Unit Value	Rental Cost							Maximum Daily Units	1					
Service Definition	The Georgia Housing Voucher assists individuals in attaining and maintaining safe and affordable housing and support their integration into the community. Supported Housing includes integrated, permanent housing with tenancy rights, linked with flexible community-based services that are available to consumers when they need them, but are not mandated as a condition of tenancy. All individuals with financial means will be required to contribute a portion of their income towards their living expenses (tenant paid utilities, rent, and initial start-up expenses). The program design ensures that housing is distinct from support services. The tenant has the ability to choose potential housing locations.													

Admission Criteria	1. Individual has a diagnosable mental, behavioral, or emotional disorder of sufficient duration to meet diagnostic criteria that: a. Has occurred within the last year, b. Has resulted in functional impairment which substantially interferes with or limits one or more major life activities, c. And has episodic, recurrent, or persistent features. 2. Persons with Serious and Persistent Mental Illness who are being discharged from State Hospitals, who are frequently readmitted to the State Hospitals, who are frequently seen in Emergency Rooms, who are chronically homeless, and/or being released from jails or prisons. 3. Those with a forensic status shall be included in the targeted population if the relevant court finds that community living is appropriate. 4. DBHDD shall include any individual who otherwise satisfies one of the eligibility criteria above and who has a co-occurring condition, such as substance abuse disorders or traumatic brain injuries. 5. DBHDD reserves the right to prioritize the target population based on need, budget considerations, or any other criteria established by DBHDD.
Continuing Stay Criteria	Compliance with standard lease provisions and the Lease Addendum.
Discharge Criteria	Termination of Lease payments may occur: a. Eviction by the property owner, or any violation of the Lease Addendum. The Current Provider and any subsequent provider primarily responsible for support services will be required to notify DBHDD if there is any change to the tenant's residency status. b. Provider will send in GHVP-8, as soon as they become aware that the tenant is no longer occupying the assigned unit. c. DBHDD will notify the Property Owner that the Rental Assistance Payment will end. DBHDD may at its sole and absolute discretion disbar from future participation in the Georgia Housing Voucher program any individual that violates program requirements (egregious or multiple infractions) based in part on the following: 1. Failure to inform DBHDD of the composition of the household. Prior approval for additional residents must be approved by the DBHDD. The family must promptly inform the DBHDD of the birth, adoption or court-awarded custody of a child. Other persons may not be added to the household without prior written approval of the owner and the DBHDD. 2. The contract unit may only be used for residence by the DBHDD approved household members. The unit must be the family's only residence. 3. The tenant may not sublease or let the unit. 4. The tenant may not assign the lease or transfer the unit. 5. The tenant may not conduct any business activity in the contract unit without DBHDD prior approval. 6. The tenant may not use the contract unit for illegal activities.
Required Components	1. Specific to individual transitions: a. It is the expectation that providers will only access the GHVP housing assistance after other affordable rental housing options have been explored and applied for if available, including coordinating with other providers or rental assistance resources in the community. b. If the person has any income, then the individual is responsible for all costs associated with a move from one apartment to another. c. The current Provider is responsible for transitioning a tenant from their current residential placement (e.g. hospitals, homelessness, correctional institutions, crisis stabilization units, and intensive residential treatment settings) into an independent community rental unit with full tenancy rights where tenancy is not coupled with support service compliance or dependent on a support service provider. Choice, central to the program, mandates that the Current Provider offer multiple potential locations that meet program and rent standard guidelines. The Provider will access the http://www.georgiahousingsearch.org/ web site for an updated list of available one bedroom apartments available for rent based on data contained in the. d. The current Provider will explain policies of the program including the requirement to accept other rental assistance programs if offered, reasons for disbarment from the program, and the role of choice in housing options, locations, and Bridge Funding expenses.

e. DBHDD may limit Current Provider access to the GHVP program at its sole and absolute discretion. Only those providers that currently are in good standing with DBHDD and have a state contract for provision of ACT, CST, ICM, CM, PATH and/or Core Tier 1 providers may submit referrals to DBHDD. DBHDD may further limit access from time to time to specific providers or class of providers.

f. The Notice to Proceed will contain the maximum rent standard where the individual pays for utilities and where the property owner pays for utilities. Should any lease exceed 110% of these standards without the case by case approval by the DBHDD regional staff, DBHDD has the right to ask the Current Provider to pay the difference until the individual moves from the apartment and seeks a new location that fits within the program parameters or the individual leaves the program.

g. Only those listed on the Notice to Proceed can occupy the unit including family members without DBHDD permission. If approved, calculations to determine the tenant's portion of the rent will include any additional tenants' income. GHVP-5, Rent Determination Payment Standard Income Certification form must be used as part of the initial submission package. All household income must be included. All adult non-student and non-related members must contribute their pro-rated share of the rent before calculations are made for the GHVP covered individual.

h. The Maximum Rent available to the Property Owner (including utilities) is determined by the Department of Housing and Urban Development's Fair Market Rent as modified from time to time. A statewide utility allowance, published by DCA, determines the net rent available to Property Owners if the individual is responsible for utilities.

i. In no case will the rent paid to Property Owners exceed rent for a comparable non-GHVP assisted unit in the same complex.

j. Should the individual choose to lease a property above the payment standard, the individual will be required to pay the difference between the payment standard and the actual rent. This additional rent contribution is in addition to the amount indicated by a 30% of the individual's income for rent and utilities.

k. In no case, without prior DBHDD approval, will DBHDD allow the individual to pay more than 40% of their income towards rent and utilities.

l. DBHDD will consider issuing a voucher benefit to a family member, at its sole and absolute discretion, to accept a transitioning covered tenant, if it is in the best interest of the tenant, at the tenant's request, and is a clinically sound placement. The amount of the voucher payment will be based on an SRO unit, adjusted for locations, less an all-electric utility allowance for an SRO unit. The payment will be sent directly to the property owner.

m. The GHVP may collaborate with Public Housing Authorities (PHAs) with Housing Choice Voucher (Section 8) resources. Upon renewal of the GHVP voucher, the partnering PHA will renew the voucher under the funds, policies, and procedures of that agency's Section 8 program. All individuals initially provided with a GHVP voucher must accept the Section 8 voucher if offered and if eligible under that particular Section 8 program. However, the Property Owner will not be required to accept a Section 8 voucher. In those cases, DBHDD will continue to provide a voucher consistent with the terms of this program description and budget authority.

n. DBHDD will solicit potential candidates for the GHVP from a wide range of providers, institutions, community organizations and population of homeless mentally-ill individuals. All tenants that meet the definition of the Target Population and meet the income requirements are eligible. Selection will be based on current residential status, eligibility and availability for other housing placements or programs, income, desired location's support service capacity, the need for support services, and history of employment, criminal background, and daily living skill analysis. Income is required to be less than three times the Federal Benefit Rate to qualify for this program. All selections are at the sole and absolute discretion of DBHDD.

o. DBHDD will provide a priority for those that meet the standards outlined under Tenant Eligibility and those that are transitioning from a state supported hospital or Crisis Stabilization Unit, transitioning from a DBHDD supported intensive residential treatment facility (only when that slot will be occupied by an individual transitioning from a state supported hospital or Crisis Stabilization Unit) and meet the clinical criteria for Assertive Community Treatment services. DBHDD may from time to time change the Tenant Priority at its sole and absolute discretion. Current Providers must check with their Regional Office to determine current tenant priority.

p. The tenant is fully responsible for all damages done to the unit, including normal wear and tear. DBHDD may at its sole and absolute discretion extend Bridge Funding beyond the initial three months, to make repairs to the unit to maintain relationships with property owners or to maintain housing stability. Submissions for this activity will follow the procedures outlined in the "Accessibility Modifications" policy description.

q. Current Provider or any subsequent provider of support services is expected to enroll the tenant or place the tenant on federal housing support programs for which the individual is eligible(Housing Choice Voucher Program-Section 8).
r. DBHDD will renew the GHV at its sole and absolute discretion based in part on fund availability. DBHDD is under no obligation to approve an automatic lease renewal.
s. Only a Single Room Occupancy or 1 bedroom unit is authorized under the program. However, approval is automatically granted, should a two bedroom unit meeting all the requirements of the GHVP and is equal to or less than the Maximum Rent. Roommates and larger bedroom units may be possible, but will be decided on a case-by-case basis and must be pre-approved by DBHDD at its sole and absolute discretion.

2. Each prospective tenant must have an Individualized Recovery Plan or its equivalent (e.g. Transition Plan, IRP) that documents the tenant's desire to live independently, the individual's support service needs, the Current Provider responsible for placing the individual into the community, and the support service provider responsible for on-going supports matched to their needs.
3. Current Providers must use the GHVP forms provided by the DBHDD Field Office. Any outdated forms may not be accepted and may result in the loss of all or part of the provider fee.
    a. Housing Preference and Determining Need for Supported Housing: This DBHDD housing need and choice tool is required with every referral package to the DBHDD Field Office. The purpose of the tool is to provide the individual with information to make an informed choice and to document that there is a need for Supported Housing. Only when the tool indicates a Need for Supported Housing will GHVP assistance be approved (DBHDD Field Office staff will inform Providers).
    b. Referral Form: The Referral's Form purpose is to determine if the individual is eligible under the program description, the support services needed to live successfully in the community and how the Current provider will meet those support service needs.
    c. Process for Reinstatement Request After a Termination: The following protocol should be used when an individual that had a Georgia Housing Voucher was terminated and now requests reinstatement:
        i. Document in the file that a request for reinstatement is made, the individual's current housing status, and any other relevant information that will aid the individual's reengagement.
        ii. Encourage the individual to be reengaged with a DBHDD service provider and supply the individual with contact information of all eligible providers in the area where the individual wishes to live.
        iii. Send to those providers a notice that the individual wishes to be reinstated.
        iv. Document any responses by the provider to the referral (when contact was made and disposition of the referral).
        v. After an assessment is made by the provider and housing is indicated and supports are in place, change the status of the individual from "Terminated" to "Active" and inform central office.
        vi. Treat the file as a new individual into the program; offer $500 as the provider fee, all other forms and requirements remain in effect.
    d. GHVP 1: The Notice to Proceed issued to the Current Provider represents DBHDD's approval of the referral application and authorizes the Current Provider to assist the individual in their search for affordable housing that meets GHVP standards and requirements. The GHVP-1 is active for 60 days from the notice's date. After 60 days, the DBHDD regional office will cancel the authorization to proceed at its sole and absolute discretion. Failure on the part of the Regional Office to issue the cancellation cannot be taken to mean that the authorization is still active. DBHDD's Field Office may reinstate the Notice to Proceed (using the existing Notice to Proceed tracking number) at its sole and absolute discretion no earlier than 60 days after the initial cancellation.
    e. Lease Addendum (GHVP-2): The Lease Addendum is a required form that details DBHDD's responsibilities, the amount that the tenant owes towards rent, the breakout of utilities, unit quality standards and other program requirements. The form must be signed by the owner and the tenant.
    f. (GHVP-3) See service definition for the Bridge Services Program

g. (GHVP-4) Notice of Lease: DBHDD will use the information on this form to establish on going payments to the property owner and the amounts split between DBHDD and the tenant. Information on this form must be consistent with the same information on GHVP-2, GHVP-5, and W9. The document must be signed by the Current Provider and the tenant.

h. (GHVP-5) Rent Determination-Payment Standard Income Determination: This form automatically calculates the tenant's share of rent and utilities and the amount provided by GHVP. If any program requirement appears stating that the rent standard is greater than program requirements or that the individual is paying more than 40% of their income on rent and utilities, the submission package will not be accepted unless prior approval by the DBHDD Regional Office. Handwritten submissions will not be accepted.

i. (GHVP-6) Accessibility Modifications:Accessibility Modifications made to the housing unit in order to accommodate the physical needs of the tenant is an eligible Bridge Funding expense. All accessibility modifications must first receive DBHDD prior approval before entering into a lease or authorizing or commencing any work. In submitting the request, the Current Provider must use GHVP-6; attach a description of the scope of work, Property Owner approval of the work scope, and estimates by a licensed contractor. Every effort should be used by the Current Provider to locate units using www.georgiahousingsearch.org that are already adapted to the tenant's needs. All Accessibility Modifications must receive prior documented approval using the GHVP-6, Accessibility Modifications form, even if it is the initial Bridge Funding Request and the total request is less than $3,000.00.

j. (GHVP-7) Notice of Change in Payment/Owner: At any time when rent changes or property owner information changes this form should be used to document those changes. This form must be used when the lease is renewed even if no changes are made in either rent or property owner. Additional property contact information will assist future communication with the property owners.

k. (GHVP-8) Notice of Lease Cancellation: If any Current Provider knows that any GHVP tenant is no longer living at a contracted unit, the Current Provider must submit the Notice of Lease Cancellation form. If known, the reason for the cancellation should be provided.

l. (GHVP-9) Move-In Checklist: The Move-In Checklist must be submitted with any request for Bridge Funding to document the resources provided by the individual, the Bridge Funding program, and the property owner if applicable. Only those items on the checklist may be purchased with Bridge Funding. Any item not on the list may not be approved or must have preapproval by DBHDD's Regional Transition Coordinator.

m. (GHVP-10) Determining Your Housing Needs: Current Providers are required to document, using GHVP-10 Determining Your Housing Needs, that they inquired about the desires of the individual concerning their living preference, the characteristics of the rental community, the design of the specific unit. All new placements must submit a GHVP-10. Current Provider is required to use GHVP-10, Determining Your Housing Needs, when discussing the tenant's potential housing options.

n. (GHVP-11) Documents and Compliance with GHVP Requirements: To ensure that the individual will have access to other forms of housing supports, the GHVP program will align its requirements with other mainstream programs (e.g. Shelter Plus Care of Housing Choice Voucher Program). Although not required at lease signing, it is the expectation that the following documents will be in the individuals possession within 3 months:
    i. Photocopy of the social security card for each household member or a letter from the Immigration and Naturalization Service indicating the social security numbers that have been assigned.
    ii. Photocopy of the birth certificate for each household member.
    iii. Photocopy of picture identification for the head of household.
    iv. Copies of Disability, SSI, or Social Security award letters received by any household member.
    v. A signed GHVP-11 will be required at initial lease.

o. (GHVP-12) Mutual Termination of Lease: Although not a required GHVP form, there may be instances when the tenant and the owner, by mutual consent desire to terminate the lease. This form may be used to document that understanding.

p. (GHVP-13) Change of Provider: At any time after the individual occupies a GHVP supported apartment, the Current Provider is responsible for informing the DBHDD Field Office within 5 business days that they are no longer providing services. This may occur as a result of the individual no longer accepting services from the Current Provider or there has been a change to another provider. In those instances where there has been a change in a provider, the GHVP-13, Notice of Change in Provider must be submitted to the DBHDD Field Office.

	q. (GHVP-14) Declaration of Citizenship Status: All participants will be required to complete and sign GHVP-14 Declaration of Citizenship Status form with the initial referral. This form is required by the Georgia Security and Immigration Compliance Act to assure that the GHVP and Bridge Funding public benefit goes to those that have a lawful presence in the United States. r. (GHVP-15) Lease Payment Inquiry: The Current Provider or the DBHDD Regional Office may receive communication from the Property Owner that a GHVP is missing or was not received on time. This form should be used and forwarded to the Regional Office if coming from the field to document a need to investigate the missing payment. s. (GHVP-16) Tenant Impressions: At initial lease and any subsequent renewals of a GHVP supported apartment, the Current Provider is asked to solicit the impressions of the individual on their experience with the GHVP and Bridge Funding Programs. If the individual consents, the Current Provider should include GHVP-16 with the other submitted documents to the DBHDD field office. t. (GHVP-17) Certification of Need for Live-In Aide:A GHVP recipient may at initial lease or at any time when circumstances warrant request an additional bedroom to accommodate a live-in aide. In those instances the individual must forward to DBHDD a completed Certification of Need by a licensed professional for a medical condition that indicates a direct and verifiable need for an extra bedroom and/or live-in aide. u. (GHVP-18) Notice of HQS Inspection Results: DBHDD Regional Staff or the Current Provider, as the result of a Housing Quality Inspection require repairs to be made to the property. In those instances, GHVP-18 should be used to document the repairs, the person responsible for making those repairs, the time frame to complete the work, and when an inspection will be conducted. v. (GHVP-19) Acknowledgement of Tenant Responsibilities: This is a required form to be reviewed with the individual by the provider, completed and signed at initial placement and all subsequent renewals. 4. No provider that is also a Shelter Plus Care Grantee will be allowed to refer an individual for the GHVP who is homeless unless the federal definition of "homeless" restricts the use of available Shelter Plus Care resources or the Shelter Plus Care program is fully subscribed and with a wait list. A GHVP supported unit will only continue to pay for a vacated unit due to hospitalization or for a minor incarceration for up to 90 days. Payments will cease should the tenant abandoned the property.
Documentation Requirements	1. The GHVP will track two Quality Measures: Housing Stability and Re-engagement: a. Housing Stability is defined as individuals leaving the program in less than 6 months divided by those remaining in the program greater than 6 months. The target is 77%. b. Re-engagement is defined as those individuals who have left the program under negative circumstance and have been brought back into community-based services and housing divided by those who have left the program under negative circumstances. The Re-engagement target is 10%. Negative circumstances are defined as lease violations, evictions, institutional or more intensive residential placement, incarceration, abandonment, violation of program rules, or other non-voluntary reasons. Positive circumstances are defined as voluntary withdrawal from the program, family unification in other housing settings, over income, or other voluntary reasons.
Billing & Reporting Requirements	1. All Current Providers are required to use the Submission Checklist and Cover Memo when submitting documents to DBHDD. a. The initial set up for vouchers paid directly by DBHDD will follow the same submission and payment guidelines for the Bridge Funding Program. Submissions received and meeting all program guidelines prior to the 15th of every month will be paid in the next subsequent month. Submissions received and meeting all program guidelines received after the 15th of the month will be set up and paid in the month following the subsequent month. b. Copies of the lease, lease addendum (GHVP-2), Notice of the Lease (GHVP-4), HQS inspection form, and the IRS W-9 form for the Current provider and the property owner represent a complete submission package and other documents listed in the GHVP Submission Checklist and Cover Memo. Unless DBHDD receives a complete package, DBHDD will withhold the voucher's initial set up. 2. Lease and Lease Addendum: a. Using the Maximum Rents and Utility Allowance provided in the Notice to Proceed (GHVP-1), then determining if that rent payment is greater or lesser of the amount paid by other tenants in the same complex, the Current Provider will complete the Lease Addendum (GHVP-2).

b. All new and those renewed are required to use GHVP-5 Rent Determination Payment Standard-Income Certification form to determine the utility allowance and rent paid by the individual. Additional rent contribution will be required if the individual chooses to rent in an apartment that exceeds the payment standard as indicated in the form.
c. GHVP-5 will determine the initial certification of income, the amount of rent contribution (less utility allowance) that will be the tenant's responsibility and the amount of the Georgia Housing Voucher Payment on behalf of the tenant. Both parties will sign the form and attest to its accuracy.
d. The Lease must not conflict with any provisions of the Lease Addendum and the Lease is the normal and customary Lease used by the Property Owner for other non-DBHDD supported units.
e. The Lease Addendum must be signed at the same time as the Lease with the tenant.
f. Appendix A, contained within the Lease Addendum, must be signed and included as part of the submitted documents.
g. The Current Provider will complete all the required information in the Notice of Lease (GHVP-4). The Notice of Lease will be used to set-up the provider and payment with the Fiscal Intermediary.

3. Document Submission: The Current Provider will forward directly following executing the lease, a copy of the following executed documents for all initial GHVP vouchers. Only a complete package will be processed for funding when sent to the DBHDD Georgia Housing Voucher Program, Program Manager.
   a. Notice to Proceed (GHVP-1)
   b. Move In Checklist (GHVP-9)
   c. Determining Housing Needs (GHVP-10)
   d. Lease Addendum (GHVP-2)
   e. HQS Inspection
   f. Notice of Lease (GHVP-4)IRS W-9 for Property Owner*
   g. Rent Determination Payment Standard-Income Certification. (GHVP-5)
   h. GHVP-3 Bridge Funding Request Form
   i. IRS W-9 for Provider (Submission of IRS W-9 forms is required for all new property owners and providers. Submission of W-9 forms once on file is not required.)
   j. Documents & Compliance with GHVP Requirements (GHVP-11)
   k. Bridge Funding Invoices
4. Fiscal Intermediary
   a. DBHDD will collaborate with a Fiscal Intermediary to provide programmatic support in processing reimbursement for the GHVP and Bridge Funding requests. The Notice of a Lease (GHVP-4) will be used to establish the payments to the Property Owners. The Fiscal Intermediary will pay the property owner on the first of the month.
   b. GHVP-3 Bridge Funding Request will be used to establish the reimbursement payments to the Current Provider with attached invoices documenting actual expenses.
   c. No later than the 20th of every month, the DBHDD GHVP Program Manager will send electronically to the Fiscal Intermediary, copies of all current (received by DBHDD from the 16th of the previous month to the 15th of the current month) GHVP-3 and GHVP-4 forms.
   d. A Monthly Expense Report, signed by the GHVP Program Manager will accompany the new registrations as well as a list of past approved rental assistance commitments.
   e. The Fiscal Intermediary will review for accuracy based on DBHDD's supplied documentation and then sign and return the Monthly Expense Report within five business days.
   f. DBHDD Program Manager will process the Monthly Expense Report within 2 business days to the DBHDD accounts payable department.
   g. DBHDD Accounts Payable department will deposit via wire transfer the funds to the Fiscal Intermediary as indicated in the approved Monthly Expense Report.
   h. The Fiscal Intermediary will release the funds as indicated (Property Owners for the GHVP and Current Providers for Bridge Funding) no later than the first of every month or 2 days upon receipt of funds from DBHDD.

Medication Assisted Treatment							
Transaction Code	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate
TBD	TBD	TBD					
Service Definition	Medication Assisted Treatment (MAT) provides specific interventions for reducing and/or eliminating the use of illicit opioids and other drugs of abuse; while developing the individuals social support network and necessary lifestyle changes; psychoeducational skills; pre-vocational skills leading to work activity by reducing substance use as a barrier to employment; social and interpersonal skills; improved family functioning; the understanding of addictive disease; and the continued commitment to a recovery and maintenance program. MAT is a multi-faceted approach treatment service for adults who require structure and support to achieve and maintain recovery from Opioid Use Disorder. The following elements of this service model include: 1. Physician Assessment; 2. Nursing Assessment; 3. Medication Administration; 4. Opioid Maintenance; 5. Diagnostic Assessment; 6. Individual Counseling; 7. Group Outpatient Services (including psycho-educational groups focusing on relapse prevention and recovery); 8. Family Outpatient Services; 9. Addictive Disease Support Services; 10. Behavioral Health Assessment & Service Planning Development. Additionally, the following services maybe provided: 1. Crisis Intervention; 2. Peer Support.						
Admission Criteria	1. Individual has a DSM 5 diagnosis of Opioid Use Disorder; and 2. Individual presents symptoms that are likely to respond to pharmacological interventions; and 3. Individual has no incapacitating physical or psychiatric complications that would preclude participation in medication assisted treatment services; and 4. Individual is assessed as likely to enter into continued treatment as evidenced by; a. Individual clearly understands and is able to follow instructions for care; and b. Individual has adequate understanding of and expressed interest to enter into medication assisted treatment services.						
Continuing Stay Criteria	Individual continues to meet the criteria for admission.						
Discharge Criteria	An adequate continuing care or discharge plan is established and linkages are in place; and one or more of the following: 1. Goals of the individualized recovery plan have been met; and 2. The individual consistently fails to adhere to the program rules and guidelines; or 3. Individual requests discharge and the individual is not in imminent danger of harm to self or others; or 4. Transfer to another service/level of care is warranted by change in individual's condition						
Service Exclusions	1. Infectious Diseases screenings such as (HIV, TB) are not billed as service interventions which are covered by this service definition. The provision of these screenings are a federally mandated function of the program, but do not qualify as a specific billable service interventions to the DBHDD. 2. Take-home medication is not billed as a type of service intervention which is covered by this service definition. The provision of take home medications are a federally mandated function of the program, but does not qualify as a specific billable service intervention to the DBHDD. 3. Required lab work and testing for this service are not billable to this service code.						

Required Components	1. This service must be licensed by DCH/HFR under the Rules and Regulations for Narcotic Treatment Programs, 111-8-53, and certified with SAMHSA pursuant to 42 CFR Part qualifications. 2. The program provides structured treatment and therapeutic services, utilizing activity schedules as part of its operational method, i.e., plans or schedules of days or times of day for certain activities. 3. The program must be in operation at least 5 hours per day Monday- Friday and a minimum of 3 hours per day on Saturdays. 4. The program utilizes methods, materials, approaches, activities, settings, and outside resources appropriate for and targeted to individuals with co-occurring disorders of mental illness and substance abuse and targeted to individuals with substance abuse, co-occurring disorders and developmental disabilities when such individuals are referred to the program. 5. The program conducts random drug screening and uses the results of these tests for marking participant's progress toward goals and for service planning. 6. This service must operate at an established site approved by DBHDD, DEA, SAMHSA, and DCH/HFR. 7. All providers of this service must be in compliance with DCH, DEA, SAMHSA and Georgia Board of Pharmacy rules and guidelines. 8. The program is required to register each individual in the DBHDD Central Registry and comply fully with all Central Registry requirements 9. The program physician shall ensure that each individual voluntarily chooses MAT and that all relevant facts concerning the use of the opioid drug are clearly and adequately explained to the individual, and that each individual provides informed written consent to treatment. 10. A full medical examination and other tests must be completed by the program within 14 days of admission.
Staff Requirements	1. The program must be under the clinical direction of one of the following Independently licensed/certified practitioners: (CACII, CADCII, MAC, LPC, LCSW, LMFT, or CAS with bachelor's degree) 2. There must be at least one independently licensed/certified practitioner, (CACII, CACI, CADCII, CADCI, CAS, MAC, LPC, LCSW, or LMFT) on-site at all times the service is in operation, regardless of the number of individuals participating. 3. Services must be provided by staff who are: a. Level 1 (Physicians); b. Level 2 (Psychologist, APRN, PA) [note: Any use of physician extenders does not replace the requirement for physician coverage]; c. Level 3 (LPC, LCSW, LMFT); or d. Level 4 (APC, LMSW, CACII, CADCII, CCADC, CAS, and CACI with Addiction Counselor Trainee with supervision); or e. Level 5 CACI or CADCI (Paraprofessionals, high school graduates) under the supervision of one of the following independently licensed/certified practitioners: CACII, CADCII, MAC, LPC, LCSW, or LMFT; 4. The maximum face-to-face ratio cannot be more than 50 individuals to 1 direct full-time level 3 or 4 direct service care provider. 5. A physician must be employed by the program and must be available all times a program is open. 6. When the physician is not present on site, he/she must be available on call for consultation and/or emergency orders. 7. Programs shall ensure that appropriate nursing care is provided at all times the program is in operation.
Clinical Operations	1. It is expected that the transition planning for less intensive service will begin at the onset of these services. Documentation must demonstrate this planning. 2. An individual may have variable length of stay. The frequency and duration of service shall be determined as a result of the individual's clinical assessments. Ongoing clinical assessment should be conducted to determine changes in the Individual Recovery Plan 3. Each individual should participate in setting individualized goals for themselves and in assessing their own skills and resources related to sobriety, use/abuse, and maintaining recovery. Goals are set by exploring strengths and needs in the individual's living, learning, social, and working environments. Implementation of services may take place individually or in groups. 4. Each individual must be provided assistance in the development/acquisition of needed skills and resources necessary to achieve sobriety and/or reduction in abuse and maintenance of recovery. 5. The Medication Assisted Treatment program must offer a range of skill-building and recovery activities within the program, as evidenced by weekly schedule and individual progress notes. 6. The following services must be included in the MAT program. The activities include but are not limited to: a. Group Outpatient Services:

i. Psycho-educational activities focusing on the disease of addiction, the health consequences of addiction, and recovery;
ii. Therapeutic group treatment and counseling;
iii. Leisure and social skill-building activities without the use of substances;
iv. Linkage to natural supports and self-help opportunities;

b. Individual Outpatient Services: Individualized counseling and treatment

c. Family Outpatient Services: Family education and engagement;

d. AD Support Services:
i. Pre-vocational readiness and support;
ii. Service coordination and engagement unless provided through another service provider;
iii. Linkage to health care;

e. Behavioral Health Assessment & Service Plan Development:
i. Assessment and reassessment;
ii. Individualized recovery planning; and
iii. Service plan development.

f. Medication Administration & Opioid Maintenance:
i. There must be a written service order for Medication Administration and a written order for the medication and the administration of the medication that complies with guidelines set forth herein Part II, Section 1, Subsection 6—Medication.
ii. Documentation must support the medical necessity of administration by licensed/credentialed medical personnel rather than by the individual, family or caregiver;
iii. Documentation must support that the individual is being trained in the principle of self-administration of medication or that the individual is physically or mentally unable to self-administer. This documentation will be subject to scrutiny by the Administrative Service Organization in reauthorizing services in this category.

g. Physician Assessment:
i. Complete and fully document physical exam.
ii. Physician assessment and care.
iii. Health screening.

h. Nursing Assessment:
This service requires face-to-face contact with the individual to monitor, evaluate, assess, and/or carry out a physician's orders regarding the physical and/or psychological problems of the individual. It includes:
i. Providing nursing assessments and interventions to observe, monitor and care for the physical, nutritional, behavioral health and related psychosocial issues, problems or crises manifested in the course of an individual's treatment;
ii. Assessing and monitoring individual's response to medication(s) to determine the need to continue medication and/or to determine the need to refer the individual for a medication review;
iii. Assessing and monitoring an individual's medical and other health issues that are either directly related to the mental health or substance related disorder, or to the treatment of the disorder (e.g. diabetes, cardiac and/or blood pressure issues, substance withdrawal symptoms, weight gain and fluid retention, seizures, etc.);
iv. Consulting with the individual and individual-identified family and significant other(s) about medical, nutritional and other health issues related to the individual's mental health or substance related issues;
v. Educating the individual and any identified family about potential medication side effects (especially those which may adversely affect health such as weight gain or loss, blood pressure changes, cardiac abnormalities, development of diabetes or seizures, etc.);
vi. Consulting with the individual and the individual-identified family and significant other(s) about the various aspects of informed consent (when prescribing occurs);
vii. Training for self-administration of medication.

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7. In addition to the above required activities within the program, the following must be offered as needed either within the program or through referral to/or affiliation with another agency or practitioner, and may be billed in addition to the billing for MAT:
a. AD Support Services– for housing, legal and other issues.
b. Individual counseling in exceptional circumstances for traumatic stress and other mental illnesses for which special skills or licenses are required.
8. The program must have a Medication Assisted Treatment Services Organizational Plan addressing the following:
a. The philosophical model of the program and the expected outcomes for program participants (i.e., harm reduction, abstinence, beginning of or maintaining individually defined recovery, employment readiness, relapse prevention, stabilization and treatment of those with co-occurring disorders);
b. The schedule of activities and hours of operations;
c. Staffing patterns for the program;
d. The MAT Organizational Plan must address how the activities listed above will be offered and/or made available to those individuals who need them, including how that need will be determined;
e. How assessments will be conducted;
f. How staff will be trained in the administration of addiction services and technologies;
g. How services for individuals with co-occurring disorders will be flexible and will include services and activities addressing both mental health and substance abuse issues of varying intensities and dosages based on, presenting the symptoms, problems, functioning, and capabilities of such individuals;
h. How individuals with co-occurring disorders who cannot be served in the regular program activities will be provided and/or referred for time-limited special integrated services that are co-occurring enhanced;
i. How services will be coordinated with the substance abuse array of services including assuring or arranging for appropriate referrals and transitions;
j. How the requirements in these service guidelines will be met;
k. How services for individuals with HIV will be conducted to ensure the privacy of individuals.
</td></tr>
<tr><td>Service Access</td><td>The program must be in operation at least 5 hours per day Monday- Friday and a minimum of 3 hours per day on Saturdays.</td></tr>
<tr><td>Additional Medicaid Requirements</td><td>
1. Medication Assisted Treatment services are unbundled and billed incrementally per service. As mentioned above MAT allows providers to select all services that will be offered in a MAT setting. Billable services and daily limits within the MAT Package are as follows:
<table>
<tr><th>Service</th><th>Initial Authorization Units (90 Days)</th><th>Concurrent Authorization Units (365 Days)</th><th>Daily Maximum Billable Units</th></tr>
<tr><td>Behavioral Health Assessment & Service Planning Development</td><td>24</td><td>150</td><td>12</td></tr>
<tr><td>Individual Outpatient Services</td><td>12</td><td>96</td><td>1</td></tr>
<tr><td>AD Support Services</td><td>100</td><td>96</td><td>4</td></tr>
<tr><td>Group Outpatient Services</td><td>180</td><td>730</td><td>4</td></tr>
<tr><td>Medication Administration</td><td>80</td><td>150</td><td>1</td></tr>
<tr><td>Opioid Maintenance</td><td>80</td><td>150</td><td>1</td></tr>
<tr><td>Psychiatric Treatment – (E&M)</td><td>6</td><td>6</td><td>1</td></tr>
<tr><td>Nursing Services</td><td>24</td><td>96</td><td>4</td></tr>
<tr><td>Diagnostic Assessment</td><td>2</td><td>4</td><td>2</td></tr>
<tr><td>Family Outpatient Services</td><td>48</td><td>48</td><td>4</td></tr>
<tr><td>Crisis Intervention</td><td>20</td><td>96</td><td>16</td></tr>
<tr><td>Peer Support</td><td>48</td><td>48</td><td>4</td></tr>
<tr><td>Interactive Complexity</td><td>24</td><td>96</td><td>4</td></tr>
</table>
</td></tr>
<tr><td>Reporting and Billing</td><td>1. The maximum number of units that can be billed differs depending on the individual service. Please refer to the table below or in the Mental Health and Addictive Disease Orientation to Authorization Packages Section of this manual.</td></tr>
</table>

Requirements	2. Approved providers of this service may submit claims/encounters for the unbundled services listed in the package, up to the daily maximum amount for each service. Program expectations are that this model follows the content of this Service Guideline as well as the clearly defined service group elements. 3. All applicable ASO, Adult Needs and Strength Assessment (ANSA), and DBHDD reporting requirements must be met. 4. The Opioid Maintenance code is used when there is the administration of methadone. Other federally approved MAT medications that are administered as part of the ordered IRP can be billed under the Medication Administration code (e.g. suboxone).
Documentation Requirements	1. Every admission and assessment must be documented. 2. The complete and fully documented physical exam must be in the medical record; and 3. Progress notes must include written daily documentation of important occurrences; level of functioning; acquisition of skills necessary for recovery; progress on goals identified in the IRP including acknowledgement of addiction, progress toward recovery and use/abuse reduction and/or abstinence; use of drug screening results by staff; and evaluation of service effectiveness. 4. Daily attendance of each individual participating in the program must be documented showing the number of hours in attendance for billing purposes. 5. This service may be offered in conjunction with ACT or CSU for a limited time to manage a short-term crisis or to plan for an appropriate clinical continuity plan. 6. When this service is used in conjunction with ACT or Crisis Residential services, documentation must demonstrate careful planning to maximize the effectiveness of this service as well as an appropriate reduction in service amounts of the service to be discontinued. Utilization of MAT services in conjunction with these services is subject to review by the Administrative Services Organization. 7. Individuals approved for this service must have a separate CID for DBHDD community services, which is a different ID number than that which is used by the DBHDD Central Registry.

MH Peer Support Program

Transaction Code	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate
Peer Support Services	Practitioner Level 4, In-Clinic	H0038	HQ	U4	U6		$17.72	Practitioner Level 4, Out-of-Clinic	H0038	HQ	U4	U7		$21.64
	Practitioner Level 5, In-Clinic	H0038	HQ	U5	U6		$13.20	Practitioner Level 5, Out-of-Clinic	H0038	HQ	U5	U7		$16.12
Unit Value	1 hour							Utilization Criteria	TBD					
Service Definition	This service provides structured activities within a peer support center that promote socialization, recovery, wellness, self-advocacy, development of natural supports, and maintenance of community living skills. Activities are provided between and among individuals who have common issues and needs, are consumer motivated, initiated and/or managed, and assist individuals in living as independently as possible. Activities must promote self-directed recovery by exploring individual purpose beyond the identified mental illness, by exploring possibilities of recovery, by tapping into individual strengths related to illness self-management (including developing skills and resources and using tools related to communicating recovery strengths, communicating health needs/concerns, self-monitoring progress), by emphasizing hope and wellness, by helping individuals develop and work toward achievement of specific personal recovery goals (which may include attaining meaningful employment if desired by the individual), and by assisting individuals with relapse prevention planning. A Consumer Peer Support Center may be a stand-alone center or housed as a "program" within a larger agency, and must maintain adequate staffing support to enable a safe, structured recovery environment in which individuals can meet and provide mutual support.													
Admission Criteria	1. Individual must have a mental health issue which is the focus of the support; and one or more of the following: 2. Individual requires and will benefit from support of peer professionals for the acquisition of skills needed to manage symptoms and utilize community resources; or 3. Individual may need assistance to develop self-advocacy skills to achieve decreased dependency on the mental health system; or 4. Individual may need assistance and support to prepare for a successful work experience; or 5. Individual may need peer modeling to take increased responsibilities for his/her own recovery; or 6. Individual needs peer supports to develop or maintain daily living skills.													

Continuing Stay Criteria	1. Individual continues to meet admission criteria; and 2. Progress notes document progress relative to goals identified in the Individualized Recovery/Resiliency Plan, but treatment/recovery goals have not yet been achieved.
Discharge Criteria	1. An adequate continuing care plan has been established; and one or more of the following: a. Goals of the Individualized Recovery Plan have been substantially met; or b. Individual/family requests discharge; or c. Transfer to another service/level is more clinically appropriate.
Service Exclusions	Crisis Stabilization Unit (however, those utilizing transitional beds within a Crisis Stabilization Unit may access this service).
Clinical Exclusions	1. Individuals diagnosed with a Substance-Related Disorder and no other concurrent mental illness; or 2. Individuals with the following conditions are excluded from admission unless there is clearly documented evidence of a psychiatric condition co-occurring with one of the following diagnoses: developmental disability, autism, organic mental disorder, or traumatic brain injury.
Required Components	1. A Peer Supports service may operate as a program within: a. A freestanding Peer Support Center. b. A Peer Support Center that is within a clinical service provider. c. A larger clinical or community human service provider administratively, but with complete programmatic autonomy. 2. A Peer Supports service must be operated for no less than 3 days a week, no less than 12 hours a week, no less than 4 hours per day, typically during day, evening and weekend hours. Any agency may offer additional hours on additional days in addition to these minimum requirements. 3. The governing board of a freestanding Peer Center must be composed of 75% consumers and represent the cultural diversity of the population of the community being served. The board is encouraged to have either board members or operating relationships with someone with legal and accounting expertise. For programs that are part of a larger organizational structure that is not consumer led and operated, the Peer Supports Program must have an advisory body with the same composition as a freestanding Peer Center's board. The board or advisory committee must have the ability to develop programmatic descriptions and guidelines (consistent with state and federal regulations, accreditation requirements, and sponsoring agency operating policies), review and comment on the Peer Support Program's budgets, review activity offerings, and participate in dispute resolution activities for the program. 4. Individuals participating in the service at any given time must have the opportunity to participate in and make decisions about the activities that are conducted or services offered within the Peer Supports program, and about the schedule of those activities and services, as well as other operational issues. 5. Regardless of organizational structure, the service must be directed and led by consumers themselves. 6. Peer Supports may include meals or other social activities for purpose of building peer relationships, but meals cannot be the central service activity offered (as this is not a medically covered service). The focus of the service must be skill maintenance and enhancement and building individual's capacity to advocate for themselves and other consumers. 7. Peer Supports cannot operate in isolation from the rest of the programs within the facility or affiliated organization. The Program Leader must be able to call multidisciplinary team meetings regarding a participating individual's needs and desires, and a Certified Peer Specialist providing services for and with a participating individual must be allowed to participate in multidisciplinary team meetings.
Staffing Requirements	1. The individual leading and managing the day-to-day operations of the program, the Program Leader, must be a Georgia-certified Peer Specialist, who is a CPRP or can demonstrate activity toward attainment of the CPRP credential. 2. The work of the CPS Program leader is under supervision of a Physician, Psychologist, LCSW, LPC, LMFT, RN, APRN, PA, LMSW, APC, or AMFT. 3. The Program Leader must be employed by the sponsoring agency at least 0.5 FTE. 4. The Program Leader and Georgia-certified Peer Specialists in the Peer Supports program may be shared with other programs as long as the Program Leader is present at least 75% of the hours the Peer Supports program is in operation, and as long as the Program Leader and the Georgia- certified Peer Specialists are available as required for supervision and clinical operations, and as long as they are not counted in individual to staff ratios for 2 different programs operating at the same time. 5. Services must be provided and/or activities led by staff who are Georgia-certified Peer Specialists or other consumer paraprofessionals under the supervision of a Georgia-certified Peer Specialist. A specific activity may be led by someone who is not a consumer but is a guest invited by peer leadership.

	6. There must be at least 2 Georgia-certified Peer Specialists on staff either in the Peer Supports Program or in a combination of Peer Supports and other programs and services operating within the agency. 7. The maximum face-to-face ratio cannot be more than 30 individuals to 1 Certified Peer Specialist based on average daily attendance in the past three (3) months of individuals in the program. 8. The maximum face-to-face ratio cannot be more than 15 individuals to 1 direct service/program staff, based on the average daily attendance in the past three (3) months of individuals in the program. 9. All staff must have an understanding of recovery and psychosocial rehabilitation principles as defined by the Georgia Consumer Council and psychosocial rehabilitation principles published by USPRA and must possess the skills and ability to assist other individuals in their own recovery processes.
Clinical Operations Clinical Operations, continued	1. This service must operate at an established site approved to bill Medicaid for services. However, individual or group activities may take place offsite in natural community settings as appropriate for the Individualized Recovery Plan (IRP) developed by each individual with assistance from the Program Staff. 2. Individuals receiving this service must have a qualifying diagnosis present in the medical record prior to the initiation of services. The diagnosis must be given by persons identified in O.C.G.A Practice Acts as qualified to provide a diagnosis. 3. This service may operate in the same building as other day services; however, there must be a distinct separation between services in staffing, program description, and physical space during the hours the Peer Supports program is in operation except as noted above. 4. Adequate space, equipment, furnishings, supplies, and other resources must be provided in order to effectively provide services and so that the program environment is clean and in good repair. Space, equipment, furnishings, supplies, transportation, and other resources for individual use within the Peer Supports program must not be substantially different from space provided for other uses for similar numbers of individuals. 5. Staff of the Peer Supports Program must be treated as equal to any other staff of the facility or organization and must be provided equivalent opportunities for training (both mandated and offered) and pay and benefits competitive and comparable to other staff based on experience and skill level. 6. When this service is used in conjunction with Psychosocial Rehabilitation and ACT, documentation must demonstrate careful planning to maximize the effectiveness of this service as well as appropriate reduction in service amounts. Utilization of this service in conjunction with these services is subject to review by the Administrative Services Organization. 7. Individuals should set their own individualized goals and assess their own skills and resources related to goal attainment. Goals are set by exploring strengths and needs in the individual's living, learning, social, and working environments. Goal attainment should be supported through a myriad of approaches (e.g. coaching approaches, assistance via technology, etc.). 8. Implementation of services may take place individually or in groups. 9. Each individual must be provided the opportunity for peer assistance in the development and acquisition of needed skills and resources necessary to achieve stated goals. 10. A Peer Supports Program must offer a range of skill-building and recovery activities developed and led by consumers. These activities must include those that will most effectively support achievement of the individual's rehabilitation and recovery goals. 11. The program must have a Peer Supports Organizational Plan addressing the following: a. A service philosophy reflecting recovery principles as articulated by the Georgia Consumer Council, August 1, 2001. This philosophy must be actively incorporated into all services and activities and: i. View each individual as the director of his/her rehabilitation and recovery process. ii. Promote the value of self-help, peer support, and personal empowerment to foster recovery. iii. Promote information about mental illness and coping skills. iv. Promote peer-to-peer training of individual skills, social skills, community resources, and group and individual advocacy. v. Promote the concepts of employment and education to foster self-determination and career advancement. vi. Support each individual to "get a life" using community resources to replace the resources of the mental health system no longer needed. vii. Support each individual to fully integrate into accepting communities in the least intrusive environment that promote housing of his/her choice. viii. Actively seek ongoing consumer input into program and service content so as to meet each individual's needs and goals and foster the recovery process.

	b. A description of the particular consumer empowerment models utilized, types of activities offered, and typical daily activities and schedule. If offered, meals must be described as an adjunctive peer relationship building activity rather than as a central activity. c. A description of the staffing pattern, plans for staff who have or will have achieved Certified Peer Specialist and CPRP credentials, and how staff are deployed to assure that the required staff-to-individual ratios are maintained, including how unplanned staff absences, illnesses, and emergencies are accommodated. d. A description of how consumer staff within the agency are given opportunities to meet with or otherwise receive support from other consumers (including Georgia-certified Peer Specialists) both within and outside the agency. e. A description of how individuals are encouraged and supported to seek Georgia certification as a Peer Specialist through participation in training opportunities and peer or other counseling regarding anxiety following certification. f. A description of test-taking skills and strategies, assistance with study skills, information about training and testing opportunities, opportunities to hear from and interact with consumers who are already certified, additional opportunities for consumer staff to participate in clinical team meetings at the request of an individual, and the procedure for the Program Leader to request a team meeting. g. A description of the hours of operation, the staff assigned, and the types of services and activities provided for and by consumers as well as for families, parents, and/or guardians. h. A description of the program's decision-making processes including how consumers direct decision-making about both individual and program-wide activities and about key policies and dispute resolution processes. i. A description of how individuals participating in the service at any given time are given the opportunity to participate in and make decisions about the activities that are conducted or services offered within the Peer Supports program, about the schedule of those activities and services, and other operational issues. j. A description of the space, furnishings, materials, supplies, transportation, and other resources available for individuals participating in the Peer Supports services. k. A description of the governing body and/or advisory structures indicating how this body/structure meets requirements for consumer leadership and cultural diversity. l. A description of how the plan for services and activities is modified or adjusted to meet the needs specified in each IRP. m. A description of how individual requests for discharge and change in services or service intensity are handled. 12. Assistive tools, technologies, worksheets, etc. can be used by the Peer Support staff to work with the served individual to improve his/her communication about treatment, symptoms, improvements, etc. with treating behavioral health and medical practitioners.
Documentation Requirements	1. Providers must document services in accordance with the specifications for documentation requirements specified in Part II, Section III of the Provider Manual. 2. The provider has several alternatives for documenting progress notes: a. Weekly progress notes must document the individual's progress relative to functioning and skills related to the person-centered goals identified in his/her IRP. This progress note aligns the weekly Peer Support-Group activities reported against the stated interventions on the individualized recovery plan, and documents progress toward goals. This progress note may be written by any practitioner who provided services over the course of that week; or b. If the agency's progress note protocol demands a detailed daily note which documents the progress above, this daily detail note can suffice to demonstrate functioning, skills, and progress related to goals and related to the content of the group intervention; or c. If the agency's progress note protocol demands a detailed hourly note which documents the progress above, this daily detail note can suffice to demonstrate functioning, skills, and progress related to goals and related to the content of the group intervention. 3. While billed in increments, the Peer Support service is a program model. Daily time in/time out is tracked for while the person is present in the program, but due to time/in out not being required for each intervention, the time in/out may not correlate with the units billed as the time in/out will include breaks taken during the course of the program. However, the units noted on the log should be consistent with the units billed and, if noted, on the weekly progress note. If the units documented are not consistent, the most conservative number of units will be utilized. Other approaches may result in a billing discrepancy. 4. Rounding is applied to the person's cumulative hours/day at the Peer program (excluding non-programmatic time). The provider shall follow the guidance in the rounding policy included in this Provider Manual, and, specific to this service, the person served must have participated in at least 50% of the hour in order to bill for one unit of this service. So for instance, if an individual participates in the program from 9-1:15 excluding a 30 minute break for lunch, his/her participating hours are

	3.75 hours. The rounding policy is applied to the .75 hour and the units billed for that day are 4 units. Practitioner type must still be addressed and so that 4 units must be adequately assigned to either a U4 or U5 practitioner type as reflected in the log for that day's activities. 5. A provider shall only record units in which the individual was actively engaged in services. Meals and breaks must not be included in the reporting of units of service delivered. Should an individual leave the program or receive other services during the range of documented time in/time out for Peer Support hours, the absence should be documented on the log.

MH Peer Support Services-Individual

Transaction Code	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate
Peer Support Services	Practitioner Level 4, In-Clinic	H0038	U4	U6			$20.30	Practitioner Level 4, Out-of-Clinic	H0038	U4	U7			$24.36
	Practitioner Level 5, In-Clinic	H0038	U5	U6			$15.13	Practitioner Level 5, Out-of-Clinic	H0038	U5	U7			$18.15
Unit Value	15 minutes							Utilization Criteria	TBD					
Service Definition	This service provides interventions which promote socialization, recovery, wellness, self-advocacy, development of natural supports, and maintenance of community living skills. Activities are provided between and among individuals who have common issues and needs, are individual motivated, initiated and/or managed, and assist individuals in living as independently as possible. Activities must promote self-directed recovery by exploring individual purpose beyond the identified mental illness, by exploring possibilities of recovery, by tapping into individual strengths related to illness self-management (including developing skills and resources and using tools related to communicating recovery strengths, communicating health needs/concerns, self-monitoring progress), by emphasizing hope and wellness, by helping individuals develop and work toward achievement of specific personal recovery goals (which may include attaining meaningful employment if desired by the individual), and by assisting individuals with relapse prevention planning. Peer Supports must be provided by a Certified Peer Specialist.													
Admission Criteria	1. Individual must have a mental health issue which is the focus of support; and one or more of the following: 2. Individual requires and will benefit from support of peer professionals for the acquisition of skills needed to manage symptoms and utilize community resources; or 3. Individual may need assistance to develop self-advocacy skills to achieve decreased dependency on the mental health system; or 4. Individual may need assistance and support to prepare for a successful work experience; or 5. Individual may need peer modeling to take increased responsibilities for his/her own recovery; or 6. Individual needs peer supports to develop or maintain daily living skills.													
Continuing Stay Criteria	1. Individual continues to meet admission criteria; and 2. Progress notes document progress relative to goals identified in the Individualized Recovery/Resiliency Plan, but treatment/recovery goals have not yet been achieved.													
Discharge Criteria	1. An adequate continuing care plan has been established; and one or more of the following: 2. Goals of the Individualized Recovery Plan have been substantially met; or 3. Individual/family requests discharge; or 4. Transfer to another service/level is more clinically appropriate.													
Service Exclusions	Crisis Stabilization Unit (however, those utilizing transitional beds within a Crisis Stabilization Unit may access this service).													
Clinical Exclusions	1. Individuals diagnosed with a Substance-Related Disorder and no other concurrent mental illness; or 2. Individuals with the following conditions are excluded from admission unless there is clearly documented evidence of a psychiatric condition co-occurring with one of the following diagnoses: developmental disability, autism, organic mental disorder, or traumatic brain injury.													
	1. Peer Supports are provided in 1:1 CPS to person-served ratio. 2. Individuals participating in the service at any given time must have the opportunity to participate in and make decisions about the person-centered interactions offered by the Certified Peer Specialist/s.													

MH Peer Support Services-Individual	
Required Components	3. Peer Supports cannot operate in isolation from the rest of the programs within the facility or affiliated organization. The CPS shall be empowered to convene multidisciplinary team meetings regarding a participating individual's needs and desires, and the Certified Peer Specialist must be allowed to participate as an equal practitioner partner with all staff in multidisciplinary team meetings. He/she also has the unique role as an advocate to the person-served, encouraging that person to steer goals and objectives in Individualized Recovery Planning.
Staffing Requirements	1. The providing practitioner is a Georgia-Certified Peer Specialist (CPS). 2. The work of the CPS is under supervision of a Physician, Psychologist, LCSW, LPC, LMFT, RN, APRN, PA, LMSW, APC, or AMFT. 3. There must be at least 2 Georgia-certified Peer Specialists on staff within an agency either in the Peer Supports Group program or in a combination of Peer Supports-Group, Peer Support-Individual and other programs and services operating within the agency. 4. The maximum caseload ratio for CPS to persons-served cannot be more than 1:50. 5. All CPSs providing this support must be able to articulate an understanding of recovery as defined by SAMHSA and psychiatric rehabilitation principles published by USPRA and must demonstrate the skills and ability to assist other individuals in their own recovery processes.
Clinical Operations	1. Individuals receiving this service must have a qualifying diagnosis present in the medical record prior to the initiation of services. The diagnosis must be given by persons identified in O.C.G.A Practice Acts as qualified to provide a diagnosis. 2. If a CPS serves as staff for a Peer Support Program and provides Peer Support-Individual, the agency has written work plans which establish the CPS's time allocation in a manner that is distinctly attributed to each program. 3. CPSs providing this service must be treated as equal to any other staff of the facility or organization and must be provided equivalent opportunities for training (both mandated and offered) and pay and benefits competitive and comparable to other staff based on experience and skill level. 4. Individuals should set their own individualized goals and assess their own skills and resources related to goal attainment. Goals are set by exploring strengths and needs in the individual's living, learning, social, and working environments. Goal attainment should be supported through a myriad of approaches (e.g. coaching approaches, assistance via technology, etc.). 5. Each service intervention is provided only in a 1:1 ratio between a CPS and a person-served. 6. Each individual must be provided the opportunity for peer assistance in the development and acquisition of needed skills and resources necessary to achieve stated goals. 7. The program must have a Peer Supports Organizational Plan addressing the following: a. A service philosophy reflecting recovery principles as articulated by the Georgia Consumer Council, August 1, 2001. This philosophy must be actively incorporated into all services and activities and: i. View each individual as the director of his/her rehabilitation and recovery process. ii. Promote the value of self-help, peer support, and personal empowerment to foster recovery. iii. Promote information about mental illness and coping skills. iv. Promote peer-to-peer training of individual skills, social skills, community resources, and group and individual advocacy. v. Promote the concepts of employment and education to foster self-determination and career advancement. vi. Support each individual to "get a life" using community resources to replace the resources of the mental health system no longer needed. vii. Support each individual to fully integrate into accepting communities in the least intrusive environment that promote housing of his/her choice. viii. Actively seek ongoing consumer input into program and service content so as to meet each individual's needs and goals and foster the recovery process. b. A description of the particular consumer empowerment models utilized and types of recovery-support activities offered which are reflective of that model. c. A description of the staffing pattern including how caseloads are evaluated to assure that the required staff-to-individual ratios are maintained, including how unplanned staff absences, illnesses, and emergencies are accommodated. d. A description of how CPSs within the agency are given opportunities to meet with or otherwise receive support from other consumers (including Georgia-Certified Peer Specialists) both within and outside the agency. e. A description of how CPSs are encouraged and supported to seek continuing education and/or other certifications through participation in training opportunities. f. A description of the standard by which CPSs participate in, and, if necessary, request clinical team meetings at the request of an individual.

MH Peer Support Services-Individual

Clinical Operations, continued	g. A description of the program's decision-making processes including how individuals direct decision-making about both individual and program-wide activities and about key policies and dispute resolution processes. h. A description of the governing body and/or advisory structures indicating how this body/structure meets requirements for consumer leadership and cultural diversity. i. A description of how the plan for services and activities is modified or adjusted to meet the needs specified in each IRP. j. A description of how individual requests for discharge and change in services or service intensity are handled. 8. Assistive tools, technologies, worksheets, etc. can be used by the CPS to work with the served individual to improve his/her communication about treatment, symptoms, improvements, etc. with treating behavioral health and medical practitioners.
Documentation Requirements	Providers must document services in accordance with the specifications for documentation requirements specified in Part II, Section III of the Provider Manual.

Opioid Maintenance Treatment

Transaction Code	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate
Alcohol and/or Drug Services; Methadone Administration and/or Service	H0020	U2	U6				33.40	H0020	U4	U6				17.40
	H0020	U3	U6				25.39							
Unit Value	1 encounter							Utilization Criteria	TBD					
Service Definition	An organized, usually ambulatory, addiction treatment service for opiate-addicted individuals. The nature of the services provided (such as dosage, level of care, length of service or frequency of visits) is determined by the individual's clinical needs, but such services always includes scheduled psychosocial treatment sessions and medication visits (often occurring on a daily basis) within a structured program. Services function under a defined set of policies and procedures, including admission, discharge and continued service criteria stipulated by state law and regulation and the federal regulations at FDA 21 CFR Part 291. Length of service varies with the severity of the individual's illness, as well as his or her response to and desire to continue treatment. Treatment with methadone or LAAM is designed to address the individual's goal to achieve changes in his or her level of functioning, including elimination of illicit opiate and other alcohol or drug use. To accomplish such change, the Individualized Recovery/Resiliency Plan must address major lifestyle, attitudinal and behavioral issues that have the potential to undermine the goals of recovery. The Individualized Recovery/Resiliency Plan should also include individualized treatment, resource coordination, and personal health education specific to addiction recovery (including education about human immunodeficiency virus [HIV], tuberculosis [TB], and sexually transmitted diseases [STD]).													
Admission Criteria Continuing Stay Criteria Discharge Criteria	Must meet criteria established by the Georgia Regulatory body for opioid administration programs (Department of Community Health, Healthcare Facilities Regulation Division) and the Food and Drug Administration's guidelines for this service.													
Required Components	1. This service must be licensed by DCH/HFR under the Rules and Regulations for Drug Abuse Treatment Programs, 290-4-2. 2. Must meet and follow criteria established by the Georgia regulatory body for opioid administration programs (Department of Community Health, Healthcare Facilities Regulation Division) and the Food and Drug Administration's guidelines for this service.													
Additional Medicaid Requirements	Tier I and II providers who are approved to bill Medication Administration may bill H0020 for Medicaid recipients who receive this service.													

Documentation Requirements	If medically necessary for the individual, the Individualized Recovery/Resiliency Plan should also include individualized treatment, resource coordination, and personal health education specific to addiction recovery (including education about human immunodeficiency virus [HIV], tuberculosis [TB], and sexually transmitted diseases [STD]).

Peer Support, Wellness and Respite Center- Respite					
Transaction Code	Code Detail	Code	Mod 1	Mod 2	
Rehabilitation Program	Peer Supported Daily Wellness Activities	H2001	HW	UJ	
Unit Value	1 day	Maximum Daily Units	1 unit	Maximum Utilization	7 units
Service Definition	Peer Support, Wellness and Respite Center-Respite services are a self-directed, trauma-informed, and recovery-oriented alternative to traditional clinical crisis services; and support peers in seeing crisis as an opportunity for learning and growth. These services are a combination of an overnight stay (up to 7 consecutive nights) with Intentional Peer Support as a key recovery approach during that stay. The PSWRC Respite experience is offered as a safe environment in which an individual can be supported to accomplish the individualized expectations set forth in the proactive interviewing process (cited below).				
Admission Criteria	1. Individuals with a behavioral health condition who are experiencing an emotional, mental, and/or psychiatric crisis and have previously completed a pre-crisis, proactive interview. A proactive interview is an interactive dialogue between a center peer staff and a peer who may choose this service in the future. The proactive interview is completed when the person is doing well and includes a discussion of the expectations of both parties. 2. Individuals must be 18 years or older. 3. Individuals must be capable of basic self-care during their stay.				
Continuing Stay Criteria	The individual continues to articulate a need for the respite up through the 7th night.				
Discharge Criteria	1. The individual indicates a desire to leave the support; 2. The individual fails to meet the Participation and Respite Guidelines expectations that are mutually agreed upon during the interview process.				
Service Exclusions	1. The PSWRC does not provide medical services. 2. The PSWRC does not accept individuals who are registered sex offenders. 3. The PSWRC does not provide crisis, clinical or case management services.				
Required Components	1. For each individual accepted for support, there has been a prerequisite proactive interview completed as noted in the Admission Criteria. 2. Each site will have a minimum of 3 bedrooms available for individuals in need of this service. 3. Each site will have gathering room for a group of 8-12 individuals as well as additional space for other groups to coincide. 4. Each site will have a plan for operations during disaster crisis plan and conduct fire and disaster drills. 5. Freedom to come and go is promoted in order to work, attend school, appointments or other activities. 6. The PSWRC is responsible for the provision of: a. Sheets and towels and cleaning supplies for the individual during his/her time in Respite services. b. Food for the individual during his/her stay with the expectation that the individual prepares his/her own meals/snacks. c. A private bedroom with space to store personal belongings; and d. A bathroom to be shared with center guests.				
Staffing Requirements	1. A PSWRC has a full-time Director who is a Certified Peer Specialist. *2.* The number of remaining staff are defined in contracts but are required to be specially trained Certified Peer Specialists who have participated in targeted areas of training such as Intentional Peer Support, CPR/First Aid, etc.				
Service Accessibility	1. This service is operational 24 hours a day, 7 days a week. 2. Respite guests are able to access:				

	a. Daily Peer Support and Wellness activities provided by the Center, b. A washer & dryer to wash linens and clothing, c. A kitchen to cook food (food provided by center and prepared by respite guest), d. On-site computers, e. A locked box to store medications that individuals bring and self-administer, and f. Access to community resources and natural supports.
Documentation Requirements	Individuals are considered as accessing a day of respite when they are at the PSWRC at 11:59PM.
Billing & Reporting Requirements	1. Place of Service Code 99 will be used for all claims/encounter submissions to the ASO. 2. Span billing may occur for this service within a single month, meaning the start and end date are not the same on a given service claim line.

Peer Support, Wellness and Respite Center- Daily Wellness

Transaction Code	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4
Rehabilitation Program	Peer Supported Daily Wellness Activities	H2001	HW			
Unit Value	1 day	Maximum Daily Units	1 unit			
Service Definition	Daily Wellness Activities are holistic in nature, support people with moving beyond their illness and toward a life of self-directed recovery. During scheduled hours, PSWRC Peer Daily Wellness Activities may include but are not limited to the following peer support topics which may occur at the center or in the community: • Employment Supports; • Basic Finance/Financial Planning; • Independent Housing; • Wellness; • Wellness Recovery Action Plans; • Double Trouble in Recovery; • Community Resources; • Community Outreach and Connections; • Meditation/Relaxation; • Cooking and Nutrition; • Trauma Informed Peer Support; • Computer Training; • Physical Activities, such as yoga; • Writing/Creativity Group (such as lyrical expression, art exploration); and • Social Group Activities.					
Admission Criteria	1. Wellness activities shall be available to respite guests as well as individuals who walk-in and choose to participate. 2. Individuals must be 18 years or older. 3. Individuals must be capable of basic self-care during their stay.					
Continuing Stay Criteria	The individual continues to attend and participate.					
Discharge Criteria	1. The individual indicates a desire to leave the support;					

	2. The individual fails to meet the Participation Guidelines.
Service Exclusions	1. The PSWRC does not provide medical services. 2. The PSWRC does not accept individuals who are registered sex offenders. 3. The PSWRC does not provide crisis, clinical or case management services.
Required Components	1. Walk-in services will be available 7 days a week from 10:00 am to 6:00 pm. 2. During a first encounter, the PSWRC staff provide a tour for individuals to orient the person to the supports available. 3. An individual who is also in respite is not required to participate in the Daily Wellness Activities.
Staffing Requirements	1. A PSWRC has a full-time Director who is a Certified Peer Specialist. 2. The number of remaining staff are defined in contracts but are required to be specially trained Certified Peer Specialists who have participated in targeted areas of training such as Intentional Peer Support, CPR/First Aid, etc. (in rural areas, an individual with lived experience may be hired as staff with the performance expectation that the CPS credential will be achieved).
Service Accessibility	The PSWRC Walk-in Center is available 7 days a week from 10:00 am to 6:00 pm. • This recovery support is provided on a drop-in basis promoting immediate availability and engagement. • Structured wellness activities are offered intermittently during these hours of operation. • Peer support is available at any point during the open hours.
Documentation Requirements	1. Any individual who signs-in between the hours of 10:00 am to 6:00 pm will be considered supported as a participant for that day. 2. Sign-in sheets will be maintained by the PSWRC.
Billing & Reporting Requirements	1. Visitors that drop-in who do not self-identify as having lived experience are not to be included as a daily participant. 2. Place of Service Code 99 will be used for all claims/encounter submissions to the ASO.

Peer Support, Wellness and Respite Center- Warm Line

Transaction Code	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4
Behavioral Health Hotline Services	Peer Supported Warm Line	H0030				
Unit Value	1 contact	Maximum Daily Units	1 unit			
Service Definition	Warm line services afford individuals access to 24/7 peer support and non-urgent crisis support over the telephone. In addition to peer support, callers can receive information about community and natural supports. Warm transfers of calls can be made to GCAL when appropriate.					
Admission Criteria	Anyone with a behavioral health condition that calls the warm line for the purposes of peer support.					
Staffing Requirements	1. A PSWRC has a full-time Director who is a Certified Peer Specialist. 2. The number of remaining staff are defined in contracts but are required to be specially trained Certified Peer Specialists who have participated in targeted areas of training such as Intentional Peer Support, CPR/First Aid, etc. (in rural areas, an individual with lived experience may be hired as staff with the performance expectation that the CPS credential will be achieved).					
Service Accessibility	24 hours, 7 days a week.					
Documentation Requirements	1. Calls are documented by the PSWRC staff including time of call and CPS who provided support. 2. Calls which are not indicated as Peer Support calls (wrong numbers, abandoned calls, etc.) are not documented as Warm-line contacts.					

Peer Support, Wellness and Respite Center- Warm Line

Billing & Reporting Requirements	1. If an individual calls more than once per day, he/she is reported as having received one Warm Line support for that day. 2. Place of Service Code 99 will be used for all claims/encounter submissions to the ASO.

Peer Support Whole Health & Wellness

Transaction Code	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate
Health and Wellness Supports (Behavioral Health Prevention Education Service) (Delivery Of Services With Target Population To Affect Knowledge, Attitude and/or Behavior)	Practitioner Level 3, In-Clinic	H0025	U3	U6			$ 30.01	Practitioner Level 3, Out-of-Clinic	H0025	U3	U7			$ 36.68
	Practitioner Level 4, In-Clinic	H0025	U4	U6			$ 20.30	Practitioner Level 4, Out-of-Clinic	H0025	U4	U7			$ 24.36
	Practitioner Level 5, In-Clinic	H0025	U5	U6			$ 15.13	Practitioner Level 5, Out-of-Clinic	H0025	U5	U7			$ 18.15
Unit Value	15 minutes							Utilization Criteria	TBD					

Service Definition

Definition of Service: This is a one-to-one service in which the Whole Health & Wellness Coach (CPS) assists the individual with setting his/her personal expectations, introducing health objectives as an approach to accomplishing overall life goals, helping identify personal and meaningful motivation, and health/wellness self-management. The individual served should be supported to be the director of his/her health through identifying incremental and measurable steps/objectives that make sense to the person, considering these successes as a benchmark for future success.

Health engagement and health management for the individual are key objectives of the service. These should be accomplished by facilitating health dialogues; exploring the multiple choices for health engagement; supporting the individual in overcoming fears and anxiety related to engaging with health care providers and procedures; promoting engagement with health practitioners including, at a minimum, participating in an annual physical; assisting the individual in the work of finding a compatible primary physician who is trusted; among other engagement activities.

Another major objective is promoting access to health supports. This is accomplished by using technology to support the individual's goals; providing materials which assist in structuring the individual's path to prevention, healthcare, and wellness; partnering with the person to navigate the health care system; assisting the person in developing his/her own natural support network which will promote that individual's wellness goals; creating solutions with the person to overcome barriers which prevent healthcare engagement (e.g. transportation, food stamps, shelter, medications, safe environments in which to practice healthy choices, etc.); and linking the individual with other health and wellness resources (physical activity, fitness, healthy/nutritional food).

The Whole Health & Wellness Coach (CPS) and supporting nurse also provide the following health skill-building and supports:

- Share basic health information which is pertinent to the individual's personal health;
- Promote awareness regarding health indicators;
- Assist the individual in understanding the idea of whole health and the role of health screening;
- Support behavior changes for health improvement;
- Make available wellness tools (e.g. relaxation response, positive imaging, education, wellness toolboxes, daily action plans, stress management, etc.) to support the individual's identified health goals;
- Provide concrete examples of basic health changes and work with the individual in his/her selection of incremental health goals;
- Teach/model/demonstrate skills such as nutrition, physical fitness, healthy lifestyle choices;
- Promote and offer healthy environments and skills-development to assist the individual in modifying his/her own living environments for wellness;

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	• Support the individual as they practice creating healthy habits, personal self-care, self-advocacy and health communication (including but not limited to disclosing history, discussing prescribed medications, asking questions in health settings, etc.); • Support the individual to identify and understand how his/her family history, genetics, etc. contribute to their overall health picture; • Support the individual in understanding medication and related health concerns; and • Promote health skills, considering fitness, healthy choices, nutrition, healthy meal preparation, teaching early warning signs/symptoms which indicate need for health intervention, etc. Specific interventions may also include supporting the individual in being able to have conversations with various providers to access health support and treatment and assisting individuals in gaining confidence in asserting their personal health concerns and questions, while also assisting the person in building and maintaining self-management skills. Health should be discussed as a process instead of a destination. Assistance will be provided to the individual to facilitate his/her active participation in the development of the Individualized Recovery Plan (IRP) health goals which may include but not be limited to attention to dental health, healthy weight management, cardiac health/hypertension, vision care, addiction, smoking cessation, vascular health, diabetes, pulmonary, nutrition, sleep disorders, stress management, reproductive health, human sexuality, and other health areas. These interventions are necessarily collaborative: partnering with health providers and partnering with the individual served in dialogues with other community partners and supporters to reinforce and promote healthy choices. The Whole Health & Wellness Coach (CPS) must also be partnered with the identified supporting nurse and other licensed health practitioners within the organization to access additional health support provided by the organization or to facilitate health referral and access to medical supports external to the organization providing this service. The interventions are based upon respectful and honest dialogue supported by motivational coaching. The approach is strengths-based: sharing positive perspectives and outcomes about managing one's own health, what health looks like when the person gets there (visioning), assisting a person with re-visioning his/her self-perception (not as "disabled"), assisting the person in recognizing his/her own strengths as a basis for motivation, and identifying capabilities and opportunities upon which to build enhanced health and wellness. The peer-to-peer basis for the service allows the sharing of personal experience, including modeling wellness and mutual respect and support that is also respectful of the individualized process and journey of recovery. This equality partnership between the supported individual and the Whole Health & Wellness Coach (CPS) should serve as a model for the individual as he/she then engages in other health relationships with health services practitioners. As such the identified nurse member of the team is in a supporting role to the Whole Health & Wellness Coach (CPS). A mind/body/spirit approach is essential to address the person's whole health. Throughout the provision of these services the practitioner addresses and accommodates an individual's unique sense of culture, spirituality, and self-discovery, assisting individuals in understanding shared-decision making, and in building a relationship of mutual trust with health professionals.
Admission Criteria	1. Individual must have two co-existing serious health conditions (hypertension, diabetes, obesity, cardiovascular issues, pulmonary issues, etc.), one of which is either a mental health condition or substance use disorder; and one or more of the following: 2. Individual requires and will benefit from support of Whole Health & Wellness Coaches (CPSs) for the acquisition of skills needed to manage health symptoms and utilize/engage community health resources; or 3. Individual may need assistance to develop self-advocacy skills in meeting health goals, engaging in health activities, utilizing community-health resources, and accessing health systems of care; or 4. Individual may need peer modeling to take increased responsibilities for his/her own recovery and wellness.
Continuing Stay Criteria	1. Individual continues to meet admission criteria; and 2. Progress notes document progress relative to health goals identified in the Individualized Recovery/Resiliency Plan, but treatment/recovery/wellness goals have not yet been achieved.
Discharge Criteria	1. An adequate continuing care plan has been established; and one or more of the following: 2. Goals of the Individualized Recovery Plan have been substantially met; or

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	3. Individual/family requests discharge.
Service Exclusions	Individuals receiving Assertive Community Treatment are excluded from this service. (If an ACT team has a Whole Health & Wellness Coach (CPS), then that Whole Health & Wellness Coach (CPS) can provide this intervention but would bill through that team's existing billing mechanisms).
Clinical Exclusions	Individuals with the following conditions are excluded from admission unless there is clearly documented evidence of a psychiatric condition co-existing with one of the following diagnoses: mental retardation/developmental disabilities, autism, organic mental disorder, substance-related disorder, or traumatic brain injury.
Required Components	1. There is documentation available which evidences a minimum monthly team meeting during which the Whole Health & Wellness Coach/s and the agency-designated RN/s convene to: a. Promote communication strategies; b. Confer about specific individual health trends; c. Consult on health-related issues and concerns; and d. Brainstorm partnered approaches in supporting the person in achieving his/her whole health goals. 2. Services and interventions must be individually tailored to the needs, goals, preferences and assets of the individual with the goals of wellness and recovery as defined by the individual. 3. At least 60% of all service units must involve face-to-face contact with individuals. The remainder of direct billable service includes telephonic intervention directly with the person or is contact alongside the person to navigate and engage in health and wellness systems/activities.
Staffing Requirements	1. This service is delivered in a one-to-one service model by a single practitioner to single individual served. 2. The following practitioners can provide Peer Supported Whole Health &Wellness: a. Practitioner Level 3: RN (only when he/she is identified in the agency's organizational chart as being the specific support nurse to the CPS). b. Practitioner Level 4: Whole Health & Wellness Coach (CPS) with Master's or Bachelor's degree in one of the helping professions such as social work, community counseling, counseling, psychology, or criminology, under the supervision of a licensed independent practitioner. c. Practitioner Level 5: Whole Health & Wellness Coach (CPS) with high school diploma/equivalent under supervision of one of the licensed/credentialed professionals above. 3. Partnering team members must include: a. A Whole Health & Wellness Coach (CPS) who promotes individual self-determination, whole health goal setting, decision-making and provides essential health coaching and support to promote activities and outcomes specified above. b. An agency-designated Registered Nurse/s who provides back-up support to the Whole Health & Wellness Coach (CPS) in the monitoring of each individual's health and providing insight to the Whole Health & Wellness Coach (CPS) as they engage in the health coaching activities described above. c. There is no more than a 1:30 CPS-to-individual ratio. d. The Whole Health & Wellness Coach (CPS) shall be supervised by a licensed independent practitioner (who may also be the RN partner). e. The Whole Health & Wellness Coach (CPS) is the lead practitioner in the service delivery. The RN will be in a health consultation role to the Whole Health & Wellness Coach (CPS) and the individual served. The nurse should also be prepared to provide clinical consultation to the Whole Health & Wellness Coach (CPS) if there is an emerging health need; however, the individual is in charge of his/her own health process and this self-direction must be acknowledged throughout the practice of this service. f. The agency supports and promotes the participation of Whole Health & Wellness Coaches (CPSs) in statewide technical assistance initiatives which enhance the skills and development of the CPS.
Clinical Operations	The program shall have an Organizational Plan which will describe the following: a. How the served individual will access the service; b. How the preferences of the individual will be supported in accomplishing health goals; c. Relationship of this service to other resources of the organization; d. An organizational chart which delineates the relationship between the Whole Health & Wellness Coach (CPS) and the RN. e. Whole Health & Wellness Coach (CPS) engagement expectations with the individuals served (e.g. planned frequency of contact, telephonic access, etc.)

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	f. The consultative relationship between the Whole Health & Wellness Coach (CPS) and the RN.
Service Accessibility	There is a minimum contact expectation with an individual weekly, either face-to-face or telephonically to track progress on the identified health goal. Unsuccessful attempts to make contact shall be documented.
Documentation Requirements	1. All applicable Medicaid, ASO, and other DBHDD reporting requirements must be met. 2. There is documentation available which demonstrates a minimum monthly team meeting during which the Whole Health & Wellness Coach CPSs and the agency-designated RN/s convene to discuss items identified in Required Components Item 1 in this definition.
Reporting and Billing Requirements	The only RN/s who are allowed to bill this service are those who are identified in the agency's organizational chart as being the specific support nurse to the CPS for this wellness service.

Psychosocial Rehabilitation-Program															
Transaction Code	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate
Psychosocial Rehabilitation	Practitioner Level 4, In-Clinic	H2017	HQ	U4	U6		$17.72	Practitioner Level 4, Out-of-Clinic	H2017	HQ	U4	U7		$21.64
	Practitioner Level 5, In-Clinic	H2017	HQ	U5	U6		$13.20	Practitioner Level 5, Out-of-Clinic	H2017	HQ	U5	U7		$16.12
Unit Value	Unit=1 hour							Utilization Criteria	TBD					
Service Definition	A therapeutic, rehabilitative, skill building and recovery promoting service for individuals to gain the skills necessary to allow them to remain in or return to naturally occurring community settings and activities. Services include, but are not limited to: 1. Individual or group skill building activities that focus on the development of skills to be used by individuals in their living, learning, social and working environments; 2. Social, problem solving and coping skill development; 3. Illness and medication self-management; 4. Prevocational skills (for example: preparing for the workday; appropriate work attire and personal presentation including hygiene and use of personal effects such as makeup, jewelry, perfume/cologne etc. as appropriate to the work environment; time management; prioritizing tasks; taking direction from supervisors; appropriate use of break times and sick/personal leave; importance of learning and following the policies/rules and procedures of the workplace; workplace safety; problem solving/conflict resolution in the workplace; communication and relationships with coworkers and supervisors; resume and job application development; on-task behavior and task completion skills such as avoiding distraction from work tasks, following a task through to completion, asking for help when needed, making sure deadlines are clarified and adhered to, etc.; learning common work tasks or daily living tasks likely to be utilized in the workplace such as telephone skills, food preparation, organizing/filing, scheduling/participating in/leading meetings, computer skills etc.); and 5. Recreational activities and/or leisure skills which support a goal on the IRP and improve rehabilitation skills necessary for recovery. The programmatic goals of the service must be clearly articulated by the provider, utilizing a best/evidence based model for service delivery and support. These best/evidence based models may include: the Boston University Psychosocial Rehabilitation approach, the Lieberman Model, the International Center for Clubhouse Development approach, or blended models/approaches in accordance with current psychosocial rehabilitation research. Practitioners providing this service are expected to maintain knowledge and skills regarding current research trends in best/evidence based models and practices for psychosocial rehabilitation. This service is offered in a group setting. Group activities and interventions should be made directly relevant to the needs, desires and IRP goals of the individual participants (i.e. an additional activity/group should be made available as an alternative to a particular group for those individuals who do not need or wish to be in that group, as clinically appropriate).													

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Admission Criteria	1. Individual must have a behavioral health issue (including those with a co-occurring substance abuse disorder or IID/IDD) and present a low or no risk of danger to themselves or others; and one or more of the following: 2. Individual lacks many functional and essential life skills such as daily living, social skills, vocational/academic skills and/or community/family integration; or 3. Individual needs frequent assistance to obtain and use community resources.
Continuing Stay Criteria	1. Behavioral health issues that continue to present a low or no imminent risk of danger to themselves or others (or is at risk of moderate to severe symptoms); and one or more of the following: 2. Individual improvement in skills in some but not all areas; or 3. If services are discontinued there would be an increase in symptoms and decrease in functioning
Discharge Criteria	1. An adequate continuing care plan has been established; and one or more of the following: 2. Individual has acquired a significant number of needed skills; or 3. Individual has sufficient knowledge and use of community supports; or 4. Individual demonstrates ability to act on goals and is self-sufficient or able to use peer supports for attainment of self-sufficiency; or 5. Individual/family need a different level of care; or 6. Individual/family requests discharge.
Service Exclusions	1. Cannot be offered in conjunction with SA Intensive Outpatient Program Services. 2. Service can be offered while enrolled in a Crisis Stabilization Unit in a limited manner when documentation supports this combination as a specific need of the individual. Time and intensity of services in PSR must be at appropriate levels when PSR is provided in conjunction with other services. (This will trigger a review by the Administrative Services Organization). This service cannot be offered in conjunction with Medicaid IID/IDD Waiver services.
Clinical Exclusions	1. Individuals who require one-to-one supervision for protection of self or others. 2. Individual has diagnosis of substance abuse, developmental disability, autism, or organic mental disorder without a co-occurring DSM mental health diagnosis.
Required Components	1. This service must operate at an established clinic site approved to bill Medicaid for services. However, individual or group activities should take place offsite in natural community settings as is appropriate to the participating individual's Individualized Recovery Plan. 2. This service may operate in the same building as other day-model services; however, there must be a distinct separation between services in staffing, program description, and physical space during the hours the PSR program is in operation except as described above. 3. Adequate space, equipment, furnishings, supplies and other resources must be provided in order to effectively provide services and so that the program environment is clean and in good repair. Space, equipment, furnishings, supplies, transportation, and other resources for individual use within the PSR program must not be substantially different from that provided for other uses for similar numbers of individuals. 4. The program must be operated for no less than 25 hours/week, typically during day, evening and weekend hrs. No more than 5 hours/day may be billed per individual. 5. A PSR program must operate to assist individuals in attaining, maintaining, and utilizing the skills and resources needed to aid in their own rehabilitation and recovery.
Staffing Requirements	1. The program must be under the direct programmatic supervision of a Certified Psychiatric Rehabilitation Practitioner (CPRP), or staff who can demonstrate activity toward attainment of certification (an individual can be working toward attainment of the certification for up to one year under a non-renewable waiver which will be granted by the DBHDD). For purposes of this service "programmatic supervision" consists of the day-to-day oversight of the program as it operates (including elements such as maintaining the required staffing patterns, staff supervision, daily adherence to the program model, etc.). 2. Additionally, the program must be under the clinical oversight of an independently licensed practitioner (this should include meeting with the programmatic leadership on a regular basis to provide direction and support on whether the individuals in the program are clinically improving, whether the design of the program promotes recovery outcomes, etc.). 3. There must be a CPRP with a Bachelor's Degree present at least 80% of all time the service is in operation regardless of the number of individuals participating. 4. The maximum face-to-face ratio cannot be more than 12 individuals to 1 direct service/program staff (including CPRPS) based on average daily attendance of individuals in the program.

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	5. At least one CPRP (or someone demonstrating activity toward attainment of certification) must be onsite face-to-face at all times (either the supervising CPRP or other CPRP staff) while the program operates regardless of the number of individuals participating. All staff are encouraged to seek and obtain the CPRP credential. All staff must have an understanding of recovery and psychosocial rehabilitation principles as defined by USPRA and must possess the skills/ability to assist individuals in their own recovery processes. 6. Programs must have documentation that there is one staff person that is "co-occurring capable." This person's knowledge must go beyond basic understanding and must demonstrate actual staff capabilities in using that knowledge for individuals with co-occurring disorders. Personnel documentation should demonstrate that this staff person has received a minimum of 4 hours of training in co-occurring treatment within the past 2 years. 7. If the program does not employ someone who meets the criteria for a MAC, CACII, and/or CADC, then the program must have documentation of access to an addictionologist and/or one of the above for consultation on addiction-related disorders as co-occurring with the identified mental illness.
Clinical Operations	1. Individuals receiving this service must have a qualifying diagnosis present in the medical record prior to the initiation of services. The diagnosis must be given by persons identified in O.C.G.A Practice Acts as qualified to provide a diagnosis. 2. Rehabilitation services facilitate the development of an individual's skills in the living, learning, social, and working environments, including the ability to make decisions regarding: self-care, management of illness, life work, and community participation. The services promote the use of resources to integrate the individual into the community. 3. Rehabilitation services are individual-driven and are founded on the principles and values of individual choice and active involvement of individuals in their rehabilitation. Through the provision of both formal and informal structures individuals are able to influence and shape service development. 4. Rehabilitation services must include education on self-management of symptoms, medications and side effects; identification of rehabilitation preferences; setting rehabilitation goals; and skills teaching and development. 5. All individuals should participate in setting individualized goals for themselves and in assessing their own skills and resources related to goal attainment. Goals are set by exploring strengths and needs in the individual's living, learning, social, and working environments. Implementation of services may take place individually or in groups. 6. Each individual must be provided assistance in the development and acquisition of needed skills and resources necessary to achieve stated goals. 7. PSR programs must offer a range of skill-building and recovery activities from which individuals choose those that will most effectively support achievement of the individual's rehabilitation and recovery goals. These activities must be developed based on participating individual's input and stated interests. Some of these activities should be taught or led by consumers themselves as part of their recovery process. 8. A PSR program must be capable of serving individuals with co-occurring disorders of mental illness and substance abuse utilizing integrated methods and approaches that address both disorders at the same time (e.g. groups and occasional individual interventions utilizing approaches to co-occurring disorders such as motivational interviewing/building motivation to reduce or stop substance use, stage based interventions, refusal skill development, cognitive behavioral techniques, psychoeducational approaches, relapse prevention planning and techniques etc.). For those individuals whose substance abuse and dependence makes it difficult to benefit from the PSR program, even with additional or modified methods and approaches, the PSR program must offer co-occurring enhanced services or make appropriate referrals to specialty programs specifically designed for such individuals. 9. The program must have a PSR Organizational Plan addressing the following: a. Philosophical principles of the program must be actively incorporated into all services and activities including (adapted from Hughes/Weinstein): i. View each individual as the director of his/her rehabilitation process. ii. Solicit and incorporate the preferences of the individuals served. iii. Believe in the value of self-help and facilitate an empowerment process. iv. Share information about mental illness and teach the skills to manage it. v. Facilitate the development of recreational pursuits. vi. Value the ability of each individual with a mental illness to seek and sustain employment and other meaningful activities in a natural community environment. vii. Help each individual to choose, get, and keep a job (or other meaningful daily activity). viii. Foster healthy interdependence.

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	ix. Be able to facilitate the use of naturally occurring resources to replace the resources of the mental health system. b. Services and activities described must include attention to the following: i. Engagement with others and with community. ii. Encouragement. iii. Empowerment. iv. Consumer Education and Training. v. Family Member Education and Training. vi. Assessment. vii. Financial Counseling. viii. Program Planning. ix. Relationship Development. x. Teaching. xi. Monitoring. xii. Enhancement of vocational readiness. xiii. Coordination of Services. xiv. Accommodations. xv. Transportation. xvi. Stabilization of Living Situation. xvii. Managing Crises. xviii. Social Life. xix. Career Mobility. xx. Job Loss. xxi. Vocational Independence. c. A description of the particular rehabilitation models utilized, types of interventions practiced, and typical daily activities and schedule. d. A description of the staffing pattern, plans for staff who will achieve CPRP credentials, and how staff are deployed to assure that the required staff-to-individual ratios are maintained, including how unplanned staff absences, illnesses, and emergencies are accommodated. e. A description of how the program will assure that it is co-occurring capable and how it will adjust or make appropriate referrals for individuals needing a co-occurring enhanced PSR program. f. A description of the hours of operation, the staff assigned, and the types of services and activities provided for individuals, families, parents, and/or guardians including how individuals are involved in decision-making about both individual and program-wide activities. g. A description of the daily program model organized around 50 minutes of direct programmatic intervention per programmatic hour. The 10 remaining minutes in the hour allows supported transition between PSR-Group programs and interventions. h. A description of how the plan for services and activities will be modified or adjusted to meet the needs specified in each IRP. i. A description of services and activities offered for education and support of family members. j. A description of how individual requests for discharge and change in services or service intensity are handled and resolved.
Service Access	A PSR program must be open for no less than 25 hours a week, typically during day, evening and weekend hours. No more than 5 hours per day may be billed per/individual.
Billing and Reporting Requirements	Units of service by practitioner level must be aggregated daily before claim submission.
Documentation Requirements	1. Providers must document services in accordance with the specifications for documentation requirements specified in Part II, Section III of the Provider Manual.

Psychosocial Rehabilitation-Program	
	2. Each hour unit of service provided must be documented within the individual's medical record. Although there is no single prescribed format for documentation (a log may be used), the following elements MUST be included for every unit of service provided: a. The specific type of intervention must be documented. b. The date of service must be named. c. The number of unit(s) of service must be named. d. The practitioner level providing the service/unit must be named. For example, a group led by a Practitioner Level 4 that lasts 1 hour should be documented as 4 units of H0017U4U6 and the intervention type should be noted (such as "Enhancement of Recovery Readiness" group). 3. A weekly log should be present in the record which includes a summary of each day's participation in the programmatic group content. 4. The provider has several alternatives for documenting progress notes: a. Weekly progress notes must document the individual's progress relative to functioning and skills related to the person-centered goals identified in his/her IRP. This progress note aligns the weekly PSR-Group activities reported against the stated interventions on the individualized recovery plan, and documents progress toward goals. This progress note may be written by any practitioner who provided services over the course of that week; or b. If the agency's progress note protocol demands a detailed daily note which documents the progress above, this daily detail note can suffice to demonstrate functioning, skills, and progress related to goals and related to the content of the group intervention; or c. If the agency's progress note protocol demands a detailed hourly note which documents the progress above, this daily detail note can suffice to demonstrate functioning, skills, and progress related to goals and related to the content of the group intervention. 5. While billed in increments, the PSR-Group service is a program model. Daily time in/time out to the program is tracked for while the person is present in the program, but due to time/in out not being required for each hourly intervention, the time in/out may not correlate with the units billed for the day. However, the units noted on the log should be consistent with the units billed and, if noted, on the weekly progress note. If the units documented are not consistent, the most conservative number of units will be utilized. 6. A provider shall only record units in which the individual was actively engaged in services. Any time allocated in the programmatic description for meals typically does not include organized programmatic group content and therefore would not be included in the reporting of units of service delivered. Should an individual leave the program or receive other services during the range of documented time in/time out for PSR-Group hours, the absence should be documented on the log. 7. Rounding is applied to the person's cumulative hours/day at the PSR program (excluding non-programmatic time). The provider shall follow the guidance in the rounding policy included in this Provider Manual, and, specific to this service, the person served must have participated in at least 50% of the hour in order to bill for one unit of this service. So for instance, if an individual participates in the program from 9-1:15 excluding a 30 minute break for lunch, his/her participating hours are 3.75 hours. The rounding policy is applied to the .75 hour and the units billed for that day are 4 units. Practitioner type must still be addressed and so that 4 units must be adequately assigned to either a U4 or U5 practitioner type as reflected in the log for that day's activities. 8. When this service is used in conjunction with Crisis Stabilization Units, Peer Supports, and ACT (on a limited basis), documentation must demonstrate careful planning to maximize the effectiveness of this service as well as appropriate reduction in service amounts of PSR-group based upon current medical necessity. Utilization of psychosocial rehabilitation in conjunction with these services is subject to additional review by the Administrative Services Organization.

Residential: Community Residential Rehabilitation I (Definition for Pilot Purpose Only)							
Transaction Code	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate
Behavioral Health; Long-Term Residential, Without Room And Board, Per Diem	Community Residential Rehabilitation Level I	H0019	TG		[redacted]		$99.23
Unit Value	1 day		Maximum Daily Units				1
Service Definition	CRR I provides rehabilitative skills building, acquisition and training in activities for daily living, home and personal management, community integration activities and rehabilitative supervision in residential settings. CRR I provides a program of residential rehabilitation services to an individual who requires an intensive level of structured support to achieve/enhance their recovery/wellness, increase self-sufficiency, independence and community integration. This level of residential supports requires 24/7 awake staff. Programming should consist of services and supports to restore and develop skills in functional activities; to monitor the individual's response to treatment, regain or maintain supported employment; and develop or maintain supportive interpersonal relationships. This residential service will reflect individual choice and should be fully integrated into the community to promote achievement of residential rehabilitation and community based social supports. Individuals receiving this level of Community Residential Rehabilitation should experience decreased symptomology (or a decrease in debilitating effects of symptoms), improved social integration and functionality and increased movement toward self-directed recovery. Provide individualized supportive activities that promote: • Community integration including opportunities to seek employment and work in competitive integrated settings, engage in community life, access needed health resources, and manage personal finances, ability to utilize natural supports in the community and an individual's ability to express housing choice and preference. • Individual initiative, preference and independence in making life choices regarding services and supports, and who provides them. • Monitor or provide individualized assistance to the person with the following rehabilitative skills and activities of daily living; self-administration of medication, medical and health care engagement and adherence, symptom identification and wellness management, communication skills, social skills; meal planning and preparation, money management, laundry, housekeeping, coping skills (problem solving, anger management, grooming, hygiene, positive socialization and peer interaction). • Staff Support to assist with access to treatment services, transportation, and social supports. • Services and supports coordination which may include accessing housing supports, and transition, vocational/employment supports, entitlements, assisting in care coordination. • Discharge readiness activities which will include as indicated by the IRP: o Access to housing supports o Developing a housing crisis support plan o Transition planning o Identifying Supports and Barriers for Positive Housing Transition o Supported Housing Goal Planning						
Admission Criteria	Adults aged 18 or older must meet the following criteria: 1. Individuals age 18 and older with a primary SPMI diagnosis with functional limitations that severely impair their ability to live in a community based setting without a high level of residential support and supervision. AND						

	2. There is a need for 24/7 awake staff to ensure safety and harm reduction to self and others. Within the past 60 days there is demonstrated evidence of clear and consistent behaviors occurring a minimum of one time per week contributing to risk of harm and safety (i.e. wandering, elopement, poor safety judgment, sleep disturbance resulting in night terror or anxiety, agitation, aggression, poor impulse control, nighttime confusion/disorientation (excluded from 60 day timeframe cited above) that would benefit from 24/7 awake staff support during nighttime hours (SOURCE CITATIONS: Documentation of these behaviors from courts, acute treatment settings (hospitals, CSUs, PRTFs) prison, jails, other residential providers, etc.). AND 3. Individuals who utilize this level of service typically have no other viable means of support, have the inability to live in an independent setting without intensive residential supports and services; need assistance with caring for self, unable to care for self in a safe and sanitary manner, need assistance with food and clothing, are unable to maintain hygiene, grooming, nutrition, medical or dental care for primary health care conditions, history of hospitalization or at risk of confinement because of dangerous behavior due to inability to manage illness, lack of medication compliance, experience significant issues such as social isolation, poverty, homelessness, no family support, and addiction/co-occurring disorders. AND 4. Significant functional impairment as evidenced by needing assistance in 3 or more of the following areas: ability to maintain hygiene, meet nutritional needs, care for personal business affairs, avoid common dangers or hazards to self and possessions, failure to perform daily tasks with minimal assistance; inability to carry out homemaker roles. AND 5. Demonstrate within the last 180 days that a less restrictive residential setting has shown little to no effectiveness. OR 6. Individuals with two or more of the following indicators of continuous high service needs; high use of psychiatric hospital, CSU; persistent symptoms that place individual at risk of harm to self or others; co existing substance use of significant duration and chronically homelessness. 7. Priority given to those persons recently discharged from a state psychiatric hospital or CSU with schizophrenia, other psychotic disorders, or bipolar disorder and clinically assessed as requiring 24/awake staff support.
Continuing Stay Criteria	1. Individual continues to benefit from and require intensive residential supports. 2. Individual continues to meet admission criteria as described above. 3. For individuals who do not meet admission criteria there is a scheduled transition to a lower level of care within the next 7 to 14 days (ASO reserves the right to authorize transition days accordingly). 4. Individual must have a residential functional assessment at minimum every 90 days to determine appropriateness for this level of residential support.
Discharge Criteria	1. Individual has achieved his/her goals in the IRP and has appropriate living arrangements that are less restrictive. 2. Individual or appropriate legal representative, requests discharge or 3. Provider will make significant efforts to reinforce therapeutic and residential supports to ensure client stability before an involuntary discharge occurs and 4. Provider will ensure consumer is being discharged to a positive housing setting/environment. 5. Refusal to participate in treatment services is not solely a reason for discharge. The Provider must actively engage the individual in the benefit of treatment compliance, thus allowing the individual to make a personal choice to re-engage in services. CRR I is transitional in nature, intended to support stabilization, promotes wellness and recovery and begin to work towards achievement of the individual's community tenure, including longer term housing goals, services engagement, employments, etc.. As such, discharge planning begins upon admission.
Service Exclusions	CRR II, III, IV Congregate Apartment Settings
Clinical Exclusions	Individuals with the following conditions are excluded from admission unless there is documented evidence of psychiatric condition: developmental disability, autism, organic mental disorder, or traumatic brain injury. Individual can be effectively and safely supported without 24/7 awake staff.
Required Components	1. CRR I is a transitional residential setting and is NOT intended to provide a long term residential placement, nor permanent housing. 2. The CRR I length of stay should not typically exceed 18 months. 3. The agency providing this service must be either CARF or Joint Commission accredited. 4. Residential setting should not exceed 16 beds for existing providers in operation as of April 1, 2016. 5. For residential settings/properties approved for this service after April 1, 2016, no residential treatment setting shall exceed 4 beds.

	6. In addition to receiving Residential Services, individuals should be linked to adult mental health and/or addictive disease services, as applicable, including Core or Private psychiatrist and Specialty services; however, individuals served shall not lose this residential support as a result of his/her choice to opt out of other behavioral health support/treatment services (unless these services are otherwise required by a federal program/fund source supporting a specific individual). 7. The residential program must provide a structured and supported living environment 24 hours a day, 7 days a week with AWAKE staff on-site at all times. 8. There must be a written Residential Crisis Response Plan that guides the residential provider's response to an individual's crisis episode while receiving residential services that diverts the loss of housing and promotes housing stability. This plan shall be developed in partnership with the individual and offer 24/7 access to a residential services specialist in the event of a crisis. 9. The service site must be licensed by the Georgia HFR as a PCH or CLA facility which can provide support to those with behavioral health concerns. 10. Each residential site must be arranged and maintained to provide adequate measures for the health, safety, access and well-being of the residents. Each resident facility must comply with all relevant safety codes. 11. All areas of the residential facility must be clean, safe, appropriately equipped, and furnished for the services delivered. 12. The facility must comply with the Americans with Disabilities Act. 13. The facility must maintain a written evacuation plan to be used in the case of fire or other disaster. An appropriate written certification of compliance must be obtained indicating that all applicable fire and safety code requirements have been satisfied. Periodic fire and other safety drills must be conducted. 14. Evacuation routes must be clearly marked by exit signs. 15. The program must be responsible for providing physical facilities that are structurally sound and that meet all applicable federal, state, and local regulations for adequacy of construction, safety, sanitation, and health. 16. The site/facility location is integrated within the community and supports access to the greater community. 17. Each individual has privacy in their sleeping or living unit. The common areas should be available to residents. 18. Units have lockable entrance doors, with the individual-served and appropriate staff having keys to doors as needed. 19. To the best extent possible, individuals sharing units have a choice of roommates. 20. For sites in which an individual might have an extended length of stay, individuals have the freedom to decorate their sleeping or living units. 21. Individuals have freedom and support to control their schedules and activities and have access to food any time. 22. To the best extent possible and with respect to other participants, individuals may have visitors at any time, with the exception of during late night hours and overnight. 23. As a part of the planning for when an individual will move to housing of his/her own choice, the Housing Choice and Needs Evaluation https://waiverprod.dbhdd.ga.gov/SupportedHousing/ must be completed and a Housing Goal established for every individual on their IRP. The only exception to this expectation is when an individual choses to opt out due to stable housing, personal choice, etc.
Staffing Requirements	1. Residential sites are required to have an on-site residential manager/supervisor. Residential Managers/Supervisors may be persons with at least 2 years' experience providing MH or AD services and at least a high school diploma; however this person must be directly supervised by a licensed staff member (including LMSW, LMFT, APC, or 4-year RN). 2. The Residential Manager/Supervisor is required to be on-site at the CRR I site at least 3x/week to provide oversight and supervision to the staff who provide direct daily services and supports. 3. Persons with high school diplomas, GEDs or higher, who have completed the paraprofessional training required for DBHDD contracted organizations and under the supervision of a Residential Manager may perform residential services. 4. A minimum of at least one (1) awake on-site staff 24/7. 5. Providers should make adjustments for increased staffing as appropriate based on the clinical needs of the individuals within the residential program.
Clinical Operations	1. CRR I provides minimum of (5) hours of daily residential rehabilitation services to an individual who requires an intensive level of structured support to achieve/enhance their recovery/wellness, and increase self-sufficiency. 2. Outcomes will be measured based upon: • Reduction in hospitalizations; • Reduction in incarcerations; • Maintenance of housing stability;

	• Participation in education, vocational training or gainful employment, if this is a goal in the Individualized Recovery Plan; • Participation in community meetings and other social and recreational activities; • Participation in activities that promote recovery and community integration. 3. Services must be delivered to individuals in accordance with their Individualized Recovery Plan. 4. Because DBHDD is committed to providing choices for housing (based on complete information, including the individual's needs, preferences, and the appropriate, available housing options), the residential staff affiliated with this program shall introduce concepts of independent living and promote activities towards the goals of successful, individualized, community-integrated housing during the ongoing residential support provided within this service.
Service Accessibility	1. Provider shall have a documented process to receive referrals 24 hours per day (i.e., fax number where referrals maybe received). 2. Provider must have a documented process to accept individuals for admission during normal business hours/Monday – Friday 8am – 6pm.
Documentation Requirements	1. The organization must develop and maintain sufficient written documentation to support the Residential Service for which billing is made. This documentation, at a minimum, must confirm that the individual for whom billing is requested was a resident of the Residential Service on the date of service. 2. The individual's record must also include each week's programming/service schedule in order to document the provision of the required amount of skills training and support activities. Weekly progress notes must be entered in the individual's record to enable the monitoring of the individual's progress toward IRP and recovery goals. 3. The record should include health issues and how they are being addressed; appointments for psychiatric and medical care that are scheduled for the consumer; attendance at other treatments such as addictive diseases counseling that staff may be assisting consumer to attend; assistance provided to the consumer to help him or her reach recovery goals; and the consumer's participation in other recovery activities.
Billing & Reporting Requirements	1. Each month, the provider must submit a Monthly Residential Service Report developed by the Department that identifies the actual utilization including amount spent, number of units occupied, and number of individuals served. 2. All applicable ASO, Encounter Data and DBHDD reporting requirements must be adhered to.

Residential: Community Residential Rehabilitation II (Definition for Pilot Purpose Only)

Transaction Code	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate
Behavioral Health; Long-Term Residential, Without Room And Board, Per Diem	Community Residential Rehabilitation Level II	H0019	TF				$64.13
Unit Value	1 day						Maximum Daily Units: 1
Service Definition	CRR II provides rehabilitative skills building, acquisition and training in activities for daily living, home and personal management, community integration activities and rehabilitative supervision in residential settings. CRR II provides a program of residential rehabilitation services to an individual who requires an intensive level of structured support to achieve/enhance their recovery/wellness, increase self-sufficiency, independence and community integration. This level of residential supports requires 24/7 on site staff support however it is not mandatory for there to be awake staff overnight. This level of residential support consist of services and supports to restore and develop skills in functional activities; to monitor the individual's response to treatment, regain or maintain supported employment; and develop or maintain supportive interpersonal relationships. This residential service will reflect individual choice and should be fully integrated into the community to promote the methods to achieve residential rehabilitation and community based social supports. Individuals receiving this level of Community Residential Rehabilitation should experience decreased symptomology (or a decrease in debilitating effects of symptoms), improved social integration and functionality and increased movement toward self-directed recovery. Provide individualized supportive activities that promote:						

	• Community integration including opportunities to seek employment and work in competitive integrated settings, engage in community life, access needed health resources, and manage personal finances, ability to utilize natural supports in the community and an individual's ability to express housing choice and preference. • Individual initiative, preference and independence in making life choices regarding services and supports, and who provides them. • Monitor or provide individualized assistance to the person with the following rehabilitative skills and activities of daily living; self-administration of medication, medical and health care engagement and adherence, symptom identification and wellness management, communication skills, social skills; meal planning and preparation, money management, laundry, housekeeping, coping skills (problem solving, anger management, grooming, hygiene, positive socialization and peer interaction). • Staff Support to assist with access to treatment services, transportation, and social supports. • Services and supports coordination which may include accessing housing supports, and transition, vocational/employment supports, entitlements, assisting in care coordination. • Discharge readiness activities which will include as indicated by the IRP: o Access to housing supports. o Developing a housing crisis support plan. o Transition planning. o Identifying Supports and Barriers for Positive Housing Transition. o Supported Housing Goal Planning.
Admission Criteria	Adults aged 18 or older must meet the following criteria: 1. Individuals age 18 and older with a primary SPMI diagnosis with functional limitations that severely impair their ability to live in a community based setting without a high level of residential support and supervision; AND 2. There is a need for 24/7 staff support (awake not required) due the individual's history of middle of the night behaviors contributing to risk of harm and safety (i.e. wandering, elopement, poor safety judgment, sleep disturbance resulting in night terror or anxiety, agitation, aggression, poor impulse control, nighttime confusion/disorientation, that would benefit from 24/7 staff support during nighttime hours (Documentation of these behaviors is required from courts, acute treatment settings (hospitals, CSUs, PRTFs) prison, jails, other residential providers, etc.) AND there is no recent consistent pattern of these behaviors within the previous 60 days of admission; AND 3. Individuals who utilize this level of service typically have no other viable means of support, have the inability to live in an independent setting without intensive residential supports and services; need assistance with caring for self, unable to care for self in a safe and sanitary manner, need assistance with food and clothing, unable to maintain hygiene, grooming, nutrition, medical and dental care for primary health care conditions, history of hospitalization or at risk of confinement because of dangerous behavior due to inability to manage illness, lack of medication compliance, experience significant issues such as social isolation, poverty, homelessness, no family support, and addiction/co-occurring disorders; AND 4. Significant functional impairment as evidenced by needing assistance in 2 or more of the following areas: maintain hygiene, meet nutritional needs, care for personal business affairs, avoid common dangers or hazards to self and possessions, failure to perform daily tasks with minimal assistance, inability to carry out homemaker roles; AND 5. Demonstrate within the last 180 days that a less restrictive residential setting has shown little to no effectiveness; OR 6. Individuals with two or more of the following indicators of continuous high service needs; high use of hospital, CSU; persistent symptoms that place individual at risk of harm to self or others; co existing substance use of significant duration and chronically homelessness. 7. Priority is given to those persons recently discharged from a state psychiatric hospital or CSU with schizophrenia, other psychotic disorders, or bipolar disorder, individuals transitioning out of CRR I and clinically assessed as requiring 24/7 staff support.
Continuing Stay Criteria	1. Individual continues to benefit from and require intensive residential supports. 2. Individual continues to meet admission criteria as described above. 3. For individuals who do not meet admission criteria there is a scheduled transition to a lower level of care within the next 7 to 14 days (ASO reserves the right to authorize transition days accordingly). 4. Individual must have a residential functional assessment at minimum every 90 days to determine appropriateness for this level of residential support.

Discharge Criteria	1. Individual has achieved his/her goals in the IRP and has appropriate living arrangements that are less restrictive. 2. Individual or appropriate legal representative, requests discharge or 3. Provider will make significant efforts to reinforce therapeutic and residential supports to ensure client stability before an involuntary discharge occurs and 4. Provider will ensure consumer is being discharged to a positive housing setting/environment. 5. Refusal to participate in treatment services is not solely a reason for discharge. Provider must actively engage individual in the benefit of treatment compliance thus allowing the individual to make a personal choice to re-engage in services. CRR II is transitional in nature, intended to support stabilization, promotes wellness and recovery and begins to work towards achievement of the individual's community tenure, including longer term housing goals, services engagement, employments, etc. As such, discharge planning begins upon admission.
Service Exclusions	CRR I, III, IV Congregate Apartment Settings
Clinical Exclusions	Individuals with the following conditions are excluded from admission unless there is documented evidence of psychiatric condition: developmental disability, autism, organic mental disorder, or traumatic brain injury. Individual can be effectively and safely supported without 24/7 staff support.
Required Components	1. CRR II is a transitional residential setting and is NOT intended to provide a long term residential placement, nor permanent housing. 2. The CRR II length of stay should not typically exceed 18 months. 3. The agency providing this service must be either CARF or Joint Commission accredited. 4. Residential setting should not exceed 16 beds for existing providers in operation as of April 1, 2016. 5. For residential settings/properties approved for this service after April 1, 2016, no residential treatment setting shall exceed 4 beds. 6. In addition to receiving Residential Services, individuals should be linked to adult mental health and/or addictive disease services, as applicable, including Core or Private psychiatrist and Specialty services; however, individuals served shall not lose this support as a result of his/her choice to opt out of other behavioral health support/treatment services (unless these services are otherwise required by a federal program/fund source supporting a specific individual) 7. The residential program must provide a structured and supported living environment 24 hours a day, 7 days a week with access to staff (Overnight AWAKE staff is not mandatory). 8. There must be a written Residential Crisis Response Plan that guides the residential provider's response to an individual's crisis episode while receiving residential services that diverts the loss of housing and promotes housing stability. This plan shall be developed in partnership with the individual and offer 24/7 access to a residential services specialist in the event of a crisis. 9. The service site must be licensed by the Georgia HFR as a PCH or CLA facility which can provide support to those with behavioral health concerns. 10. Each residential site must be arranged and maintained to provide adequate measures for the health, safety, access and well-being of the residents. Each resident facility must comply with all relevant safety codes. 11. All areas of the residential facility must be clean, safe, appropriately equipped, and furnished for the services delivered. 12. The facility must comply with the Americans with Disabilities Act. 13. The facility must maintain a written evacuation plan to be used in the case of fire or other disaster. An appropriate written certification of compliance must be obtained indicating that all applicable fire and safety code requirements have been satisfied. Periodic fire and other safety drills must be conducted. 14. Evacuation routes must be clearly marked by exit signs. 15. The program must be responsible for providing physical facilities that are structurally sound and that meet all applicable federal, state, and local regulations for adequacy of construction, safety, sanitation, and health. 16. The site/facility location is integrated within the community and supports access to the greater community. 17. Each individual has privacy in their sleeping or living unit. The common areas should be available to residents. 18. Units have lockable entrance doors, with the individual-served and appropriate staff having keys to doors as needed. 19. To the best extent possible, individuals sharing units have a choice of roommates. 20. For sites in which an individual might have an extended length of stay, individuals have the freedom to decorate their sleeping or living units. 21. Individuals have freedom and support to control their schedules and activities and have access to food any time.

	22. To the best extent possible and with respect to other participants, individuals may have visitors at any time, with the exception of during late night hours and overnight. 23. As a part of the planning for when an individual will move to housing of his/her own choice, the Housing Choice and Needs Evaluation https://waiverprod.dbhdd.ga.gov/SupportedHousing/ must be completed and a Housing Goal established for every individual on their IRP. The only exception to this expectation is when an individual choses to opt out due to stable housing, personal choice, etc.
Staffing Requirements	1. Residential sites are required to have an on-site residential manager/supervisor. Residential Managers/Supervisors may be persons with at least 2 years' experience providing MH or AD services and at least a high school diploma; however this person must be directly supervised by a licensed staff member (including LMSW, LMFT, APC, or 4-year RN). 2. The Residential Manager/Supervisor is required to be on-site at the CRR II site at least 3x/week to provide oversight and supervision to the staff who provide direct daily services and supports. 3. Persons with high school diplomas, GEDs or higher, who have completed the paraprofessional training required for DBHDD contracted organizations and under the supervision of a Residential Manager may perform residential services. 4. A minimum of at least one (1) awake on-site staff 24/7. 5. Providers should make adjustments for increased staffing based on the clinical needs as appropriate based on the clinical needs of the individuals within the residential program.
Clinical Operations	1. CRR II provides minimum of (5) hours of daily residential rehabilitation services to an individual who requires an intensive level of structured support to achieve/enhance their recovery/wellness, and increase self-sufficiency. 2. Outcomes will be measured based upon: • Reduction in hospitalizations; • Reduction in incarcerations; • Maintenance of housing stability; • Participation in education, vocational training or gainful employment, if this is a goal in the Individualized Recovery Plan; • Participation in community meetings and other social and recreational activities; • Participation in activities that promote recovery and community integration. 3. Services must be delivered to individuals relevant to their Individualized Recovery Plan. 4. Because DBHDD is committed to providing choices for housing (based on complete information, including the individual's needs, preferences, and the appropriate, available housing options), the residential staff affiliated with this program shall introduce concepts of independent living and promote activities towards the goals of successful, individualized, community-integrated housing during the ongoing residential support provided within this service.
Service Accessibility	1. Provider must have a documented processes to receive referrals 24 hours per day (i.e., fax machine that is dedicated to receiving referrals). 2. Provider must have a documented process to accept individuals for admission during normal business hours, M-F, 8am – 6pm.
Documentation Requirements	1. The organization must develop and maintain sufficient written documentation to support the Residential Service for which billing is made. This documentation, at a minimum, must confirm that the individual for whom billing is requested was a resident of the Residential Service on the date of service. 2. The individual's record must also include each week's programming/service schedule in order to document the provision of the required amount of skills training and support activities. Weekly progress notes must be entered in the individual's record to enable the monitoring of the individual's progress toward IRP and recovery goals. 3. The record should include health issues and how they are being addressed; appointments for psychiatric and medical care that are scheduled for the consumer; attendance at other treatments such as addictive diseases counseling that staff may be assisting the individual to attend; assistance provided to the consumer to help him or her reach recovery goals; and the consumer's participation in other recovery activities.
Billing & Reporting Requirements	1. Each month, the provider must submit a Monthly Residential Service Report developed by the Department that identifies the actual utilization including amount spent, number of units occupied, and number of individuals served. 2. All applicable ASO, Encounter Data and DBHDD reporting requirements must be adhered to.

Residential: Community Residential Rehabilitation III (Definition for Pilot Purpose Only)								
Transaction Code	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate	
Behavioral Health; Long-Term Residential, Without Room And Board, Per Diem	Community Residential Rehabilitation Level III	H0019	[redacted]				$46.43	
Unit Value	1 day						Maximum Daily Units	1
Service Definition	CRR III provides rehabilitative skills building, acquisition and training in activities for daily living, home and personal management, community integration activities and rehabilitative supervision in residential settings. CRR III provides a program of residential rehabilitation services to an individual who requires moderate and periodic support of structured residential interventions to achieve/enhance their recovery/wellness, increase self-sufficiency, independence and community integration. Programming should consist of services and supports to restore and develop skills in functional activities; to monitor the individual's response to treatment, regain or maintain supported employment; and develop or maintain supportive interpersonal relationships. This residential service will reflect individual choice and should be fully integrated in the community to promote the methods to achieve residential rehabilitation and community based social supports. Individuals receiving this level of Community Residential Rehabilitation should experience decreased symptomology (or a decrease in debilitating effects of symptoms), improved social integration and functionality and increased movement toward self-directed recovery. Provide individualized supportive activities that promote: • Community integration including opportunities to seek employment and work in competitive integrated settings, engage in community life, access needed health resources, and manage personal finances, ability to utilize natural supports in the community and an individual's ability to express housing choice and preference. • Individual initiative, preference and independence in making life choices regarding services and supports, and who provides them. • Monitor or provide individualized assistance to the person with the following rehabilitative skills and activities of daily living; self-administration of medication, medical and health care engagement and adherence, symptom identification and wellness management, communication skills, social skills; meal planning and preparation, money management, laundry, housekeeping, coping skills (problem solving, anger management, grooming, hygiene, positive socialization and peer interaction). • Staff Support to assist with access to treatment services, transportation, and social supports. • Services and supports coordination which may include accessing housing supports, and transition, vocational/employment supports, entitlements, assisting in care coordination. • Discharge readiness activities which will include as indicated by the IRP: o Access to housing supports. o Developing a housing crisis support plan. o Transition planning. o Identifying Supports and Barriers for Positive Housing Transition. o Supported Housing Goal Planning.							
Admission Criteria	Adults aged 18 or older must meet the following criteria: 1. Individuals age 18 and older with a primary SPMI diagnosis with functional limitations that severely impair their ability to live in a community based setting without a high level of residential support and supervision. Individual does not demonstrate the basic self-help sills to live independently as their desired housing preference.							

	2. There is a need for access to 24/7 staff support that is not required to be on site at all times to support and ensure safety and hard reduction to self and others as evidenced by the following: a. Significant functional impairment and needs assistance in 2 or more of the following areas: inability to maintain hygiene, meet nutritional needs, care for personal business affairs, avoid common dangers or hazards to self and possessions, failure to perform daily tasks with minimal assistance, inability to carry out homemakers roles and b. Lack the ability to live in an independent setting without residential supports and services, demonstrating a need for assistance to care for self in a safe and sanitary manner as evidenced by 2 or more of the following: need assistance selecting proper clothing, engaging in medical and dental care, following recommendations or primary health condition in a home setting, inability to self-administer medications a prescribed, experiences with significant issues such as social isolation, poverty, homelessness, no family support, addiction/co –occurring disorders AND 3. Individuals with two or more of the following indicators of continuous high service needs: high use of hospital, CSU; persistent symptoms that place individual at risk of harm to self or others; co existing substance use of significant duration and chronically homelessness. 4. Priority given to those persons recently discharged a state psychiatric hospital or CSU with schizophrenia, other psychotic disorders, individuals transitioning from CRR Levels I or II or bipolar disorder and clinically assessed as requiring access to 24/7 staff support and it is not mandatory that staff is on site at all times.
Continuing Stay Criteria	1. Individual continues to benefit from and require intensive residential supports. 2. Individual continues to meet admission criteria as described above. 3. For individuals who do not meet admission criteria there is a scheduled transition to a lower level of care within the next 7 to 14 days (ASO reserves the right to authorize transition days accordingly). 4. Individual must have a residential functional assessment at minimum every 90 days to determine appropriateness for this level of residential support.
Discharge Criteria	1. Individual has achieved his/her goals in the IRP and has appropriate living arrangements that are less restrictive. 2. Individual or appropriate legal representative, requests discharge or 3. Provider will make significant efforts to reinforce therapeutic and residential supports to ensure client stability before an involuntary discharge occurs and 4. Provider will ensure consumer is being discharged to a positive housing setting/environment. 5. Refusal to participate in treatment services is not solely a reason for discharge. Provider must actively engage individual in the benefit of treatment compliance thus allowing the individual to make a personal choice to re-engage in services, CRR III is transitional in nature, intended to support stabilization, promotes wellness and recovery and begin to work towards achievement of the individual's community tenure, including longer term housing goals, services engagement, employments, etc. As such, discharge planning begins upon admission.
Service Exclusions	CRR I, II, IV Congregate Apartment Settings
Clinical Exclusions	Individuals with the following conditions are excluded from admission unless there is documented evidence of psychiatric condition: developmental disability, autism, organic mental disorder, or traumatic brain injury. Individual can be effectively and safely supported without 24/7 staff support.
Required Components	1. CRR III is a transitional residential setting and is NOT intended to provide a long term residential placement, nor permanent housing. 2. The CRR III length of stay should not typically exceed 18 months. 3. The agency providing this service must be either CARF or Joint Commission accredited. 4. Residential setting should not exceed 16 beds for existing providers in operation as of April 1, 2016. 5. For residential settings/properties approved for this service after April 1, 2016, no residential treatment setting shall exceed 4 beds. 6. In addition to receiving Residential Services, individuals should be linked to adult mental health and/or addictive disease services, as applicable, including Core or Private psychiatrist and Specialty services; however, individuals served shall not lose this support as a result of his/her choice to opt out of other behavioral health support/treatment services (unless these services are otherwise required by a federal program/fund source supporting a specific individual). 7. The residential program must provide a structured and supported living environment 24 hours a day, 7 days a week, with a minimum of 36 hours of onsite staff. 8. There must be a written Residential Crisis Response Plan that guides the residential provider's response to an individual's crisis episode while receiving residential services that diverts the loss of housing and promotes housing stability. This plan shall be developed in partnership with the individual and offer 24/7 access to a residential services specialist in the event of a crisis.

	9. The service site must be licensed by the Georgia HFR as a PCH or CLA facility which can provide support to those with behavioral health concerns. 10. Each residential site must be arranged and maintained to provide adequate measures for the health, safety, access and well-being of the residents. Each resident facility must comply with all relevant safety codes. 11. All areas of the residential facility must be clean, safe, appropriately equipped, and furnished for the services delivered. 12. The facility must comply with the Americans with Disabilities Act. 13. The facility must maintain a written evacuation plan to be used in the case of fire or other disaster. An appropriate written certification of compliance must be obtained indicating that all applicable fire and safety code requirements have been satisfied. Periodic fire and other safety drills must be conducted. 14. Evacuation routes must be clearly marked by exit signs. 15. The program must be responsible for providing physical facilities that are structurally sound and that meet all applicable federal, state, and local regulations for adequacy of construction, safety, sanitation, and health. 16. The site/facility location is integrated within the community and supports access to the greater community. 17. Each individual has privacy in their sleeping or living unit. The common areas should be available to residents. 18. Units have lockable entrance doors, with the individual-served and appropriate staff having keys to doors as needed. 19. To the best extent possible, individuals sharing units have a choice of roommates. 20. For sites in which an individual might have an extended length of stay, individuals have the freedom to decorate their sleeping or living units. 21. Individuals have freedom and support to control their schedules and activities and have access to food any time. 22. To the best extent possible and with respect to other participants, individuals may have visitors at any time, with the exception of during late night hours and overnight. 23. As a part of the planning for when an individual will move to housing of his/her own choice, the Housing Choice and Needs Evaluation https://waiverprod.dbhdd.ga.gov/SupportedHousing/ must be completed and a Housing Goal established for every individual on their IRP. The only exception to this expectation is when an individual choses to opt out due to stable housing, personal choice, etc.
Staffing Requirements	1. Residential sites are required to have an on-site residential manager/supervisor. Residential Managers/Supervisors may be persons with at least 2 years' experience providing MH or AD services and at least a high school diploma; however this person must be directly supervised by a licensed staff member (including LMSW, LMFT, APC, or 4-year RN). 2. The Residential Manager/Supervisor is required to be on-site at the CRR I site at least 3x/week to provide oversight and supervision to the staff who provide direct daily services and supports. 3. Persons with high school diplomas, GEDs or higher, who have completed the paraprofessional training required for DBHDD contracted organizations and under the supervision of a Residential Manager may perform residential services. 4. A minimum of at least one (1) awake on-site staff 24/7. 5. Provider should make adjustments for increased staffing as appropriate based on the clinical needs of the individuals living with the residential program.
Clinical Operations	1. CRR III provides minimum of (3) hours of daily residential rehabilitation services to an individual who requires an intensive level of structured support to achieve/enhance their recovery/wellness, and increase self-sufficiency. 2. Outcomes will be measured based upon: • Reduction in hospitalizations; • Reduction in incarcerations; • Maintenance of housing stability; • Participation in education, vocational training or gainful employment, if this is a goal in the Individualized Recovery Plan; • Participation in community meetings and other social and recreational activities; • Participation in activities that promote recovery and community integration. 3. Services must be delivered to individuals relevant to their Individualized Recovery Plan. 4. Because DBHDD is committed to providing choices for housing (based on complete information, including the individual's needs, preferences, and the appropriate, available housing options), the residential staff affiliated with this program shall introduce concepts of independent living and promote activities towards the goals of successful, individualized, community-integrated housing during the ongoing residential support provided within this service.

Service Accessibility	1. Provider must have a documented process to receive referrals 24 hours per day (i.e., fax machine that is available to receive referrals) 2. Providers must have a documented process to accept individuals into service and admission to the residence during normal business hours, Monday – Friday, 8am – 6pm.
Documentation Requirements	1. The organization must develop and maintain sufficient written documentation to support the Residential Service for which billing is made. This documentation, at a minimum, must confirm that the individual for whom billing is requested was a resident of the Residential Service on the date of service. 2. The individual's record must also include each week's programming/service schedule in order to document the provision of the required amount of skills training and support activities. Weekly progress notes must be entered in the individual's record to enable the monitoring of the individual's progress toward IRP and recovery goals. 3. The record should include health issues and how they are being addressed; appointments for psychiatric and medical care that are scheduled for the consumer; attendance at other treatments such as addictive diseases counseling that staff may be assisting consumer to attend; assistance provided to the consumer to help him or her reach recovery goals; and the consumer's participation in other recovery activities.
Billing & Reporting Requirements	1. Each month, the provider must submit a Monthly Residential Service Report developed by the Department that identifies the actual utilization including amount spent, number of units occupied, and number of individuals served. 2. All applicable ASO, Encounter Data and DBHDD reporting requirements must be adhered to.

Residential: Community Residential Rehabilitation IV (Pilot, Implementation Date TBD)

Transaction Code	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate
Community-based Wrap Around Services	Community Living Supports IV	H2021	UA				$13.96							
Unit Value	15 minutes							Utilization Criteria	TBD					

Service Definition

CRR IV provides rehabilitative skills building, acquisition and training activities for daily living, home and personal management, community integration and rehabilitative supervision in scattered site residential locations occupied by the individual in their own residence, even if temporary. The service provides limited short term assistance for individuals with a SPMI in an extreme situational crisis that requires a temporary residential support to maintain and retain stable housing, continue with their recovery, and increase self-sufficiency (such as major depressive episode when an individual is not so critical to warrant hospitalization, but is, for instance, unable to get out of bed without encouragement or unable to muster energy/focus to manage a meal for self).

This is a bridge service to prevent an extreme crisis that results in a significant loss of an individual's daily functioning which could jeopardize their housing. CRR IV is only utilized until an individual can regain basic management of critical daily self-care. When an illness has created a personal circumstance where there is a time-limited demand for personal care. Following a time of decompensation or during a health/behavioral health crisis, this service can be used to:

1. Provide services to an individual who requires personal care in their own home; and
2. Programming should consist of services to restore and develop skills in functional activities; regain or maintain housing and tenancy, supported employment; develop or maintain social relationships.

This service allows for the provision of housing supports, which are interventions that support an individual's ability to prepare for and transition to housing, such as:

1. Developing housing support crisis plan and/or coordinating with the individual to review, update and modify their housing support plan and crisis plans as part of their IRP.
2. Early interventions for behaviors that might jeopardize housing, e.g., late rent payment, lease violations.

The following personal services interventions are applicable:

1. Supporting the individual in reclaiming stable living situation;
2. Monitoring or providing individual assistance with basic daily healthy maintenance activities, meal preparation, and light housekeeping;

Residential: Community Residential Rehabilitation IV (Pilot, Implementation Date TBD)	
	3. Limited assistance with bathing, self-grooming and hygiene; 4. Assistance with self-medication; self-administration of medications, medical and health care adherence, symptom identification and management; 5. Assistance for the individual with Meal Planning, Budgeting and Money Management, Laundry, Housekeeping.
Admission Criteria	1. Individuals age 18 and older with a primary SPMI diagnosis with functional limitations that require the temporary need for personal care services not to exceed 30 days. 2. Individuals who utilize this level of service typically have no other viable means of support, have the inability to live in an independent setting due to an immediate crisis and personal care services has been identified for continued recovery/wellness and housing stability. 3. Needs assistance in 3 or more of the following areas: maintain hygiene, meet nutritional needs, care for personal business affairs, avoid common dangers or hazards to self and possessions, failure to perform daily tasks with minimal assistance; inability to carry out homemaker roles.
Continuing Stay Criteria	1. Individual continues to be in a crisis that require the need for personal care services and continues to demonstrate need for assistance in 3 or more of the following areas: maintain hygiene, meet nutritional needs, care for personal business affairs, avoid common dangers or hazards to self and possessions, failure to perform daily tasks with minimal assistance; inability to carry out homemaker roles. 2. Individual must have a residential functional assessment at minimum of every 30 days to determine appropriateness for this level of support.
Discharge Criteria	1. Individual can effectively and safely be supported with a more appropriate level of service due to change in individual's level of functioning; and no longer meets admission criteria. 2. Individual or appropriate legal representative, requests discharge. 3. Provider will make significant efforts to reinforce therapeutic and residential supports to ensure client stability before an involuntary discharge occurs. 4. Refusal of to participate in treatment services is not solely a reason for discharge. Provider must actively engage individual in the benefit of treatment compliance thus allowing the individual to make a personal choice to re-engage in services. 5. The CRR programs are transitional in nature, intended to support stabilization, promote wellness and recovery and begin to work towards achievement of the individual's longer term housing goal. As such, discharge planning begins upon admission.
Clinical Exclusions	Individuals with the following conditions are excluded from admission unless there is documented evidence of a psychiatric condition: developmentally disability autism, organic mental disorder, or traumatic brain injury.
Service Exclusions	CRR I, II, III
Required Components	1. The agency providing this service is CARF or Joint Commission accredited. 2. In addition to receiving this service, individuals should be linked to adult mental health and/or addictive disease services, as applicable, including Core or Private psychiatrist and Specialty services; however, individuals served shall not lose this support as a result of his/her choice to opt out of other behavioral health support/treatment services (unless these services are otherwise required by a federal program/fund source supporting a specific individual). 3. The organization must have an executive director or program director charged with the responsibility for day-to-day management of the organization. 4. There must be a written Residential Crisis Response Plan that guides the residential provider's response to an individual's crisis episode while receiving residential services that diverts the loss of housing and promotes housing stability. This plan shall be developed in partnership with the individual and offer 24/7 access to a residential services specialist in the event of a crisis. 5. This service occurs in an individual's permanent housing setting, living in their own individual units with all the tenancy rights therein. 6. The residential staff affiliated with this program shall reinforce concepts of independent living and promote activities towards the goals of successful, individualized, community-integrated housing.
Staffing Requirements	1. Residential Managers may be persons with at least 2 years' experience providing MH or AD services and with at least a high school diploma; however, this person must be supervised by a licensed staff member (including LMSW, LMFT, APC or 4 year RN). 2. Persons with high school diplomas, GEDs, or higher degrees may provide direct support services under the supervision of a Residential Manager. 3. A staff person must be available 24/7 to respond to emergency calls within one hour. 4. A minimum of one staff per 35 individuals may not be exceeded.

Residential: Community Residential Rehabilitation IV (Pilot, Implementation Date TBD)	
Clinical Operations	1. CRR IV provides residential personal care services to an individual with a minimum of 1 face-to-face contact with the individual in their home each week to maintain stable housing, continue with their recovery, and increase self-sufficiency. 2. The outcomes will focus on: a. Recovery, housing, employment, and meaningful life in the community; b. Maintenance of housing stability; c. Participation in education, vocational training or gainful employment, if this is a goal in the Individualized Recovery Plan; Participation in activities that promote recovery and community integration.
Billing and Reporting Requirements	1. All applicable ASO, ANSA, and other DBHDD reporting requirements must be met. 2. Each month, the provider must submit a Monthly Residential Service Report developed by the Department that identifies the actual utilization of independent residential services including amount spent, number of units occupied, and number of individuals served.
Documentation Requirements	1. The organization must develop and maintain sufficient written documentation to support the services for which billing is submitted. This documentation, at a minimum, must confirm that the individual for whom billing is requested was enrolled in the Independent AD Residential Services on the billing date and that residential contact and support services are being provided at least once per week. The individual's record must also include each week's programming/service schedule in order to document the provision of the personal support activities. 2. Weekly progress notes must be entered in the individual's record to enable the monitoring of the individual's progress toward recovery goals and to reflect the Individualized Recovery Plan implementation. The individual's record should include health issues or concerns and how they are being addressed, appointments for psychiatric and medical care that are scheduled for the individual, attendance at other treatments such as addictive diseases counseling that staff may be assisting the individual to attend, assistance provided to the individual to help him or her reach recovery goals and the individual's participation in other recovery activities. 3. Each note must be signed and dated and must include the professional designation of the individual making the entry. 4. Documentation must be legible and concise and include the printed name and the signature of the treating practitioner. The name, title, and credentials of the individual providing the service must reflect the staffing requirements established for Independent AD Residential Services being delivered. 5. Providers are required to have a qualifying verified diagnosis present in the individual's case record prior to the initiation of services.

Residential: Independent AD Residential Services (Effective October 1, 2016)														
Transaction Code	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate
Supported Housing	Addictive Diseases	H0043	HF	R1										
Unit Value	Unit= 1 day							Utilization Criteria	TBD					
Service Definition	AD Independent Residential Services provides recovery housing with a supportive and structured living environment for individuals with a Substance Use Disorder. This is a lower level of care with minimal supervision designed to promote independent living in a recovery environment for individuals who have established and maintained some consistent level of sobriety and does not require 24/7 supervision. Residents continue to maintain basic rehabilitation with focus on early recovery skills that include the negative impact of substances use, tools for developing positive support, and relapse prevention skills.													
Admission Criteria	Adults aged 18 or older who meet the following criteria: 1. The individual meets the diagnostic criteria for a Substance Use Disorder as defined in the most recent DSM. 2. The individual has sufficient cognitive ability at this time to benefit from admission to the AD Independent Residential program. 3. The individual has demonstrated an ability to participate in or be successful with this level of care as indicated by current recovery efforts. 4. The individual requires support of an AD Independent Residence service that provides an alcohol and drug free environment. 5. The individual benefits from the peer support of fellow residents to maintain ongoing recovery; 6. The individual does not require twenty four hours a day on-site supervision by clinical staff; and													

	7. The individual exhibits the skills and strengths necessary to maintain recovery and readapt to independent living in the community while receiving the minimal clinical and peer support provided by the treatment provider.
Continuing Stay Criteria	1. The individual continues to meet the criteria of the admission. 2. The individual is making progress but has not yet achieved the goals in the treatment/service plan or new problems have been identified that are appropriately treated in this level of care. 3. A time line for expected implementation and completion is in place but discharge criteria has not been met.
Discharge Criteria	1. The individual has accomplished the goals and objectives of the treatment/service plan. The individual refuses further recovery support/care. 2. The individual will be referred to other appropriate treatment/services which cannot be provided by this level of care. 3. The individual has received maximum benefit from this level of care. 4. The individual's behavior is disruptive to the treatment of others and/or fails to comply with the program rules and therapeutic interventions that have not been successful in resolving the issues.
Clinical Exclusions	1. Individuals with the following conditions are excluded from admission unless there is documented evidence of a substance use condition: developmentally disability, autism, organic mental disorder, or traumatic brain injury; 2. The individual exhibits behavior dangerous to staff, self, or others; 3. The individual is experiencing symptoms which appear to require withdrawal management services; 4. The individual meets admission criteria for a higher level of care.
Required Components	1. If applicable, the organization must be licensed by the Department of Community Health, Healthcare Facilities Regulation Division. 2. The AD Independent Residential Service provides scheduled visits to assist with residential responsibilities. 3. Services must be provided at a time that accommodates individuals' needs, including evenings and weekends. 4. This service requires a minimum of 1 face-to-face contact with the individual each week. 5. There must be a written comprehensive Behavioral Health and Residential Crisis Response Plan that guides the providers with procedures to follow during and immediately after the crisis, resulting in behavioral and housing stability. Both plans shall be developed in partnership with the individual and allow 24/7 access with the appropriate staff in the event of a crisis.
Staffing Requirements	1. Providers shall have a part/full time minimal Level 4 practitioner with at least 3 years of experience of addiction responsible for the day to day operations. 2. Staff should be knowledgeable about substance use and mental health disorders. 3. Providers should have a staff person available 24/7 to respond to emergency calls within one (1) hour. 4. This level of care shall have sufficient staff to ensure that supportive addictive diseases services are available and responsive to the needs of the individual.
Clinical Operations	1. Services shall ensure referrals for individual to individual, group/family counseling and self-help groups. 2. The service shall maintain a focus on the development and improvement of the skills necessary for recovery. 3. Such services that can also be utilized through Community Resources referrals include but not limited to: a. Vocational services; b. Job skills training, and employment readiness training; c. Educational; and d. Social skills training. 4. Individuals shall engage in aftercare services at least once a week. 5. Random individual drug screens as needed.
Billing and Reporting Requirements	1. All applicable ASO, ANSA, and other DBHDD reporting requirements must be met. 2. Each month, the provider must submit a Monthly Residential Service Report developed by the Department that identifies the actual utilization of independent residential services including amount spent, number of units occupied, and number of individuals served. 3. Span billing may occur for this service, meaning the start and end date are not the same on a given service claim line; however, spans cannot cross months (e.g. start date and end date must be within the same month).

Documentation Requirements	1. The organization must develop and maintain sufficient written documentation to support the services for which billing is submitted. This documentation, at a minimum, must confirm that the individual for whom billing is requested was enrolled in the Independent AD Residential Services on the billing date and that residential contact and support services are being provided at least once per week. The individual's record must also include each week's programming/service schedule in order to document the provision of the personal support activities. 2. Weekly progress notes must be entered in the individual's record to enable the monitoring of the individual's progress toward recovery goals and to reflect the Individualized Recovery Plan implementation. The individual's record should include health issues or concerns and how they are being addressed, appointments for psychiatric and medical care that are scheduled for the individual, attendance at other treatments such as addictive diseases counseling that staff may be assisting the individual to attend, assistance provided to the individual to help him or her reach recovery goals and the individual's participation in other recovery activities. 3. Each note must be signed and dated and must include the professional designation of the individual making the entry. 4. Documentation must be legible and concise and include the printed name and the signature of the treating practitioner. The name, title, and credentials of the individual providing the service must reflect the staffing requirements established for Independent AD Residential Services being delivered. 5. Providers are required to have a qualifying verified diagnosis present in the individual's case record prior to the initiation of services.

Residential: Independent MH Residential Services

Transaction Code	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate
Supported Housing	Mental Health	H0043	R1											
Unit Value	Unit= 1 day							Utilization Criteria	TBD					

Service Definition	Independent Residential Service (IRS) provides scheduled residential service to an individual who requires a low level of residential structure to maintain stable housing, continue with their recovery, and increase self-sufficiency. This residential placement will reflect individual choice and should be fully integrated in the community in a scattered site individual residence.
Admission Criteria	1. Individual must meet target population as indicated above; and 2. Individual demonstrates ability to live with minimal supports; and 3. Individual, states a preference to live independently.
Continuing Stay Criteria	Individual continues to benefit from and require minimal community supports.
Discharge Criteria	1. Individual, or appropriate legal representative, no longer desires service, or 2. Individual no longer meets program and/or housing criteria.
Clinical Exclusions	Individuals with the following conditions are excluded from admission unless there is documented evidence of a psychiatric condition: developmentally disability, autism, organic mental disorder, or traumatic brain injury.
Required Components	1. The organization must have an executive director or program director charged with the responsibility for day-to-day management of the organization. 2. If applicable, the organization must be licensed by the Department of Community Health, Healthcare Facilities Regulation Division to provide residential services to individuals with mental illness and/or substance abuse diagnosis. 3. The Independent Residential Service provides scheduled visits to an individual's apartment or home to assist with residential responsibilities. 4. Services must be provided at a time that accommodates individuals' needs, which may include during evenings, weekends, and holidays. 5. This service requires a minimum of 1 face-to-face contact with the individual in their home each week (see also D. for an exception). 6. Independent Residential Services may only be provided within a supportive housing program or within the individual's own apartment or home. 7. There must be a written Residential Crisis Response Plan that guides the residential provider's response to an individual's crisis episode while receiving residential services that diverts the loss of housing and promotes housing stability. This plan shall be developed in partnership with the individual and offer 24/7 access to a residential services specialist in the event of a crisis.

Residential: Independent MH Residential Services	
Staffing Requirements	1. Residential Managers may be persons with at least 2 years' experience providing MH or AD services and with at least a high school diploma; however, this person must be supervised by a licensed staff member (including LMSW, AMFT, APC or 4 year RN). 2. Persons with high school diplomas, GEDs, or higher degrees may provide direct support services under the supervision of a Residential Manager. 3. A staff person must be available 24/7 to respond to emergency calls within one hour. 4. A minimum of one staff per 35 individuals may not be exceeded.
Clinical Operations	1. The organization must have a written description of the Independent Residential Service offered that includes, at a minimum, the purpose of the service; the intended population to be served; service philosophy/model; level of supervision and oversight provided; and outcome expectations for its residents. 2. The focus of service is to view each individual as the director of his/her own recovery; to promote the value of self-help and peer support; to provide information about mental illness and coping skills; to promote social skills, community resources, and individual advocacy; to promote employment and education to foster self-determination and career advancement; to support each individual in using community resources to replace the resources of the mental health system no longer needed; to support each individual to fully integrate into scattered site residential placement or in housing of his or her choice; and to provide necessary support and assistance to the individual that furthers recovery goals, including transportation to appointments and community activities that promote recovery. 3. The goal of this service is to fully integrate the individual into an accepting community in the least intrusive environment that promotes housing of his/her choice. 4. The outcomes of this service will focus on recovery, housing, employment and meaningful life in the community. These outcomes will be measured based upon: a. Reduction in hospitalizations; b. Reduction in incarcerations; c. Maintenance of housing stability; d. Participation in education, vocational training or gainful employment, if this is a goal in the Individualized Recovery plan; e. Participation in community meetings and other social and recreational activities; and f. Participation in activities that promote recovery and community integration.
Service Access	In addition to receiving Independent Residential Services, individuals should be linked to adult mental health and/or addictive disease services, as applicable, including Tier 1/Tier 2 or Private psychiatrist and Specialty services; however, individuals served shall not lose this support as a result of his/her choice to opt out of other behavioral health support/treatment services (unless these services are otherwise required by a federal program/fund source supporting a specific individual).
Billing and Reporting Requirements	1. All applicable ASO and other DBHDD reporting requirements must be met. 2. Each month, the provider must submit a Monthly Residential Service Report developed by the Department that identifies the actual utilization of independent residential services including amount spent, number of units occupied, and number of individuals served. 3. Span billing may occur for this service, meaning the start and end date are not the same on a given service claim line; however, spans cannot cross months (e.g. start date and end date must be within the same month).
Documentation Requirements	1. The organization must develop and maintain sufficient written documentation to support the services for which billing is submitted. This documentation, at a minimum, must confirm that the individual for whom billing is requested was enrolled in the Independent Residential Services on the billing date and that residential contact and support services are being provided at least once per week. The individual's record must also include each week's programming/service schedule in order to document the provision of the personal support activities. 2. Providers must provide documentation that demonstrates compliance with a minimum of 1 face-to-face contact per week, which includes date and time in/time out. 3. Weekly progress notes must be entered in the individual's record to enable the monitoring of the individual's progress toward recovery goals and to reflect the Individualized Recovery Plan implementation. The individual's record should include health issues or concerns and how they are being addressed, appointments for psychiatric and medical care that are scheduled for the individual, attendance at other treatments such as addictive diseases counseling that staff may be assisting the individual to attend, assistance provided to the individual to help him or her reach recovery goals and the individual's participation in other recovery activities. 4. Each note must be signed and dated and must include the professional designation of the individual making the entry. 5. Documentation must be legible and concise and include the printed name and the signature of the treating practitioner. The name, title, and credentials of the individual providing the service must reflect the staffing requirements established for Independent Residential Services being delivered.

Residential: Intensive AD Residential Services (Effective October 1, 2016)														
Transaction Code	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate
Supported Housing	Addictive Diseases	H0043	HF	R3										
Unit Value	Unit= 1 day							Utilization Criteria	ANSA: TBD, ASAM Level 3.5					
Service Definition	AD Intensive Residential Service (associated with ASAM Level 3.5) provides a planned regimen of 24 hour observation, monitoring, treatment and recovery supports utilizing a multi-disciplinary staff for individuals who require a supportive and structured environment due to a Substance Use Disorder. This Intensive level of Residential Service maintains a basic rehabilitative focus on early recovery skills; including the negative impact of substances, tools for developing support, and relapse prevention skills.													
Admission Criteria	Adults aged 18 or older who meet the following criteria: 1. The individual meets the diagnostic criteria for a Substance Use Disorder as defined in the most recent DSM. 2. The individual has sufficient cognitive ability at this time to benefit from admission to a residential treatment program. 3. The individual exhibits a pattern of severe substance use/dependency as evidenced by significant impairment in social, family, scholastic or occupational functioning and one or more of the following: a. The individual has not demonstrated an ability to participate in or be successful with less intensive levels of care as indicated by a history of prior treatment followed by rapid or severe relapse, or demonstrated an inability to complete outpatient treatment. b. Individual does not have or has not demonstrated the ability to utilize the skills needed to prevent continued use, with imminently dangerous consequences. c. The individual is residing in a dangerous, unstable, or otherwise unsuitable environment which would undermine effective rehabilitation treatment at a lower level of care. d. There is clinical evidence that the individual is not likely to respond to a lower level of care.													
Continuing Stay Criteria	1. The individual continues to meet the criteria of the admission. 2. The individual is making progress but has not yet achieved the goals in the treatment/service plan or new problems have been identified that are appropriately treated with this level of care. 3. A time line for expected implementation and completion is in place but discharge criteria have not been met.													
Discharge Criteria	1. The individual has accomplished the goals and objectives of the treatment/service plan; or 2. The individual refuses further care; or 3. Individual can effectively and safely be transitioned to a lower level of care; or 4. The individual will be referred to other appropriate treatment which cannot be provided with this level of care; or 5. The individual has received maximum benefit from this level of care; or 6. The individual's behavior is disruptive to the treatment of others and/or fails to comply with the program rules and therapeutic interventions that have not been successful in resolving the issues.													
Clinical Exclusions	1. Exhibits behavior dangerous to staff, self, or others; or 2. The individual is experiencing symptoms which appear to require withdrawal management services. 3. The individual meets admission criteria for a lower level of care and can be effectively treated with that level of care. 4. Individuals with the following conditions are excluded from admission unless there is documented evidence of psychiatric condition: developmentally disability, autism, organic mental disorder, or traumatic brain injury.													
Required Components	1. Facility must be licensed by the Georgia DCH/HFR under the Rules and Regulations for Drug Abuse Treatment Program 290-4-2. 2. Individuals receiving services must have a documented verified substance use diagnosis. 3. The residential program must provide a structured and supported living environment 24 hours a day, 7 days a week with awake staff on-site at all times.													

Residential: Intensive AD Residential Services (Effective October 1, 2016)	
	4. Residential programs must offer priority admission as identified in the SAPT Block Grant-Funded Program Requirements.
Staffing Requirements	1. Providers must have a full time Licensed/Certified Director on site whose duties shall include overseeing day to day operations of services. 2. Staff facilitating clinical services must be licensed/credential, have cross training in addictive diseases and mental health, working within their scope of practice, and knowledgeable of service interventions. 3. There shall be sufficient staff available to all individuals at all times, with a minimum ratio of: 10:1 4. One or more staff is trained and experienced in providing case management services. 5. The program utilizes a multidisciplinary staff that include a minimum of: a. Program Director b. Licensed/Certified Counselors c. Registered Nurse d. Paraprofessionals
Clinical Operations	1. The organization must have a written description of the Intensive Residential Service offered that includes, at a minimum, the purpose of the service; the intended population to be served; service philosophy/model, level of supervision and oversight provided; and outcome expectations for its residents. 2. Providers are required to provide a structured therapeutic environment designed to facilitate the individual's progress toward recovery from substance use disorders. 3. AD Intensive Residential Service must provide a minimum of 20 hours per week, (not including weekend activities) of treatment and recovery support clinical programming relevant to the Individual Recovery Plan. Services must be provided on-site at least five (5) days per week. In addition to the required clinical programs, providers must include treatment activities that strengthens living skills and promotes reintegration into the community. These activities include but are not limited to: a. Vocational services; b. Job skills training, and employment readiness training; c. Educational; and d. Social skills training. 4. The service shall maintain a focus on the development and improvement of the skills necessary for recovery. 5. Clinical services which include cognitive, behavioral and other therapies are facilitated through identified treatment interventions. 6. Providers shall ensure that the individuals are provided the following; a. Individual Counseling. b. Group Counseling (including therapy, psycho-educational, relapse prevention and recovery). c. Family Counseling/Training (including psycho- education) for Family Members. d. Access to self-help and 12 step groups. 7. At least 50% of the required 20 hours of clinical programming must be group counseling. The remaining hours may be comprised of group training, individual counseling, peer support, etc. 8. Providers shall ensure that services are integrated with the activities/services and incorporated in the individual's service plan. 9. Services and referrals shall be identified in the Individualized Service Plan. 10. Random Individual Drug screens must be provided and documented.
Reporting and Billing Requirements	1. Each month, the provider must submit a Monthly Residential Service Report developed by the Department that identifies the actual utilization of intensive residential services including amount spent, number of units occupied, and number of individuals served. 2. All applicable ASO, Adult Needs and Strengths Assessment (ANSA) and DBHDD reporting requirements must be met. 3. Span billing may occur for this service, meaning the start and end date are not the same on a given service claim line; however, spans cannot cross months (e.g. start date and end date must be within the same month).

Residential: Intensive AD Residential Services (Effective October 1, 2016)	
Documentation Requirements	1. The organization must develop and maintain sufficient written documentation to support the Intensive AD Residential Service for which billing is made. This documentation, at a minimum, must confirm that the individual for whom billing is requested was a resident of the Intensive Residential Service on the date of service. The individual's record must also include each week's programming/service schedule in order to document the provision of the required amount of skills training and support activities. 2. Weekly progress notes must be entered in the individual's record to enable the monitoring of the individual's progress toward IRP and recovery goals. 3. The record should include health issues and how they are being addressed; appointments for psychiatric and medical care that are scheduled for the individual; attendance at other treatments such as addictive diseases counseling that staff may be assisting individual to attend; assistance provided to the individual to help him or her reach recovery goals; and the individual's participation in other recovery activities. 4. Each note must be signed and dated and must include the professional designation of the individual making the entry. 5. Documentation must be legible and concise and include the printed name and the signature of the service provider. The name, title, and credentials of the individual providing the service must reflect the staffing requirements established for the Intensive AD Residential Service being delivered. 6. Providers are required to have a qualifying verified diagnosis present in the individual's case record prior to the initiation of services.

Residential: Intensive MH Residential Services														
Transaction Code	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate
Supported Housing	Mental Health	H0043	R3											
Unit Value	Unit= 1 day							Utilization Criteria	TBD					
Service Definition	Intensive Residential Service provides around the clock assistance to individuals within a residential setting that assists them to successfully maintain housing stability in the community, continue with their recovery, and increase self-sufficiency.													
Admission Criteria	Adults aged 18 or older must meet the following criteria: 1. Serious Mental Illness, Addictive Disease Issues, or Co-occurring Mental Illness and Addictive Diseases Diagnosis and one or more of the following: 2. Frequent psychiatric hospitalizations, i.e., more than 2 admissions in the last year and/or lengthy admission in the last year (more than 30 days); or 3. Frequent incarcerations, i.e., more than 2 incarcerations in the last year or lengthy incarceration in the last year (more than 60 days) or 4. Requires a highly supportive environment with 24/7 awake staff to divert from going to a more intensive level of care. 5. Symptoms/behaviors indicate a need for continuous monitoring and supervision by 24/7 awake staff to ensure safety; or 6. Insufficient or severely limited skills needed to maintain stable housing and had failed using less intensive residential supports.													
Continuing Stay Criteria	Individual continues to meet Admission Criteria.													
Discharge Criteria	1. Individual can effectively and safely be supported with a more appropriate level of service due to change in individual's level of functioning; or 2. Individual or appropriate legal representative, requests discharge.													
Clinical Exclusions	Individuals with the following conditions are excluded from admission unless there is documented evidence of psychiatric condition: developmentally disability, autism, organic mental disorder, or traumatic brain injury.													
Required Components	1. In addition to receiving Intensive Residential Services, individuals will be linked to adult mental health services including Tier 1/Tier 2 or private psychiatrist or Specialty Services. 2. The organization must have an executive director or program director charged with the responsibility for day-to-day management of the organization. 3. The residential program must provide a structured and supported living environment 24 hours a day, 7 days a week with AWAKE staff on-site at all times. 4. Intensive Residential Service must provide a minimum of 5 hours per week of skills training programming relevant to the individual's Individual Recovery Plan (IRP).													

Residential: Intensive MH Residential Services	
	5. There must be a written Residential Crisis Response Plan that guides the residential provider's response to an individual's crisis episode while receiving residential services that diverts the loss of housing and promotes housing stability. This plan shall be developed in partnership with the individual and offer 24/7 access to a residential services specialist in the event of a crisis. 6. When this service is provided in traditional residential settings such as group homes, community living arrangement, etc., the following are required: a. Facility must be licensed by the Georgia HFR as a facility which can provide support to those with behavioral health concerns. b. Each resident facility must be arranged and maintained to provide adequate measures for the health, safety, access and well-being of the residents. c. Each resident facility must comply with all relevant safety codes. d. All areas of the residential facility must be clean, safe, appropriately equipped, and furnished for the services delivered. e. The facility must comply with the Americans with Disabilities Act. f. The facility must maintain a written evacuation plan to be used in the case of fire or other disaster. An appropriate written certification of compliance must be obtained indicating that all applicable fire and safety code requirements have been satisfied. Periodic fire and other safety drills must be conducted. g. Evacuation routes must be clearly marked by exit signs. h. The program must be responsible for providing physical facilities that are structurally sound and that meet all applicable federal, state, and local regulations for adequacy of construction, safety, sanitation, and health.
Staffing Requirements	1. Residential Managers may be persons with at least 2 years' experience providing MH or AD services and at least a high school diploma; however this person must be directly supervised by a licensed staff member (including LMSW, AMFT, APC, or 4-year RN). 2. Persons with high school diplomas, GEDs or higher, who have completed the paraprofessional training required for DBHDD contracted organizations and under the supervision of a Residential Manager may perform residential services. 3. A minimum of at least one (1) awake on-site staff 24/7.
Clinical Operations	1. The organization must have a written description of the Intensive Residential Service offered that includes, at a minimum, the purpose of the service; the intended population to be served; service philosophy/model, level of supervision and oversight provided; and outcome expectations for its residents. 2. Intensive Residential Service assists those individuals with an intensive need for personal supports and skills training to restore, develop, or maintain skills in functional areas in order to live meaningful lives in the community; develop or maintain social relationships, and participate in social, interpersonal, vocational, recreational or community activities. Services must be delivered to individuals relevant to their individualized Recovery Plan. 3. Intensive Residential Service must provide a minimum of 5 hours of skills training and/or support activities per week that relate to the individual's IRP. Skills Training may include interpersonal skills training; coping skills/problem solving; symptom identification and management; cooking; maintaining a residence; using public transportation; shopping; budgeting and other needed skills training as identified in the IRP. Support Activities may include daily contacts by Intensive Residential Service staff daily to monitor physical and mental health needs; crisis intervention when needed; assistance with scheduling of medical and mental health appointments; the supervision of the self-administration of medications; transportation to medical/dental/mental health/employment/recreational activities; participation in community activities; and other needed supports as identified in the IRP.
Reporting and Billing Requirements	1. Each month, the provider must submit a Monthly Residential Service Report developed by the Department that identifies the actual utilization of intensive residential services including amount spent, number of units occupied, and number of individuals served. 2. Span billing may occur for this service, meaning the start and end date are not the same on a given service claim line; however, spans cannot cross months (e.g. start date and end date must be within the same month).
Documentation Requirements	1. The organization must develop and maintain sufficient written documentation to support the Intensive Residential Service for which billing is made. This documentation, at a minimum, must confirm that the individual for whom billing is requested was a resident of the Intensive Residential Service on the date of service. The individual's record must also include each week's programming/service schedule in order to document the provision of the required amount of skills training and support activities. 2. Weekly progress notes must be entered in the individual's record to enable the monitoring of the individual's progress toward IRP and recovery goals.

Residential: Intensive MH Residential Services	
	3. The record should include health issues and how they are being addressed; appointments for psychiatric and medical care that are scheduled for the individual; attendance at other treatments such as addictive diseases counseling that staff may be assisting individual to attend; assistance provided to the individual to help him or her reach recovery goals; and the individual's participation in other recovery activities. 4. Each note must be signed and dated and must include the professional designation of the individual making the entry. 5. Documentation must be legible and concise and include the printed name and the signature of the service provider. The name, title, and credentials of the individual providing the service must reflect the staffing requirements established for the Intensive Residential Service being delivered.

Residential: Semi-Independent AD Residential Services (Effective October 1, 2016)													
Transaction Code	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate
Supported Housing								Addictive Diseases	H0043	HF	R2			
Unit Value	Unit = 1 day							Benefit Information	TBD					
Service Definition	AD Semi-Independent Residential Services provides or coordinates on-site or off-site treatment services in conjunction with on-site recovery support programming that aligns with a supportive and structured living environment for individuals with a Substance Use Disorder. The residential setting is less restrictive with reduced supervision as individuals begin to strengthen living skills and focus on creating financial, environmental, and social stability to increase the probability of long-term recovery. Residential Care maintains a basic rehabilitation focus on early recovery skills; including the negative impact of substances, tools for developing support, and relapse prevention skills.												
Admission Criteria	Adults aged 18 or older must meet the following criteria: 1. The individual meets the diagnostic criteria for a Substance Use Disorder as defined in the most recent DSM. 2. The individual has sufficient cognitive ability at this time to benefit from admission to a residential treatment program. 3. The individual exhibits a pattern of significant substance use/dependency as evidenced by significant impairment in social, family, scholastic or occupational functioning and one or more of the following: a. The individual has demonstrated a limited ability to participate in or be successful with less intensive levels of care as indicated by a history or prior treatment episodes, a demonstrated inability to complete outpatient treatment. b. Individual has limited recognition of the skills needed to prevent continued use, with imminently dangerous consequences. c. The individual is residing in a dangerous environment which would undermine effective rehabilitation treatment at a less-intensive level of care. d. There is clinical evidence that the individual is not likely to respond to a lower level of care.												
Continuing Stay Criteria	1. The individual continues to meet Admission Criteria. 2. The individual is making progress but has not yet achieved the goals in the treatment/service plan or new problems have been identified that are appropriately treated with this level of care. 3. A time line for expected implementation and completion is in place but discharge criteria have not been met.												
Discharge Criteria	1. The individual has accomplished the goals and objectives of the treatment/service plan; or 2. The individual refuses further care; or 3. The individual can effectively and safely be transitioned to a lower level of care; or 4. The individual will be referred to other appropriate treatment which cannot be provided with this level of care; or 5. The individual has received maximum benefit from this level of care; or 6. The individual's behavior is disruptive to the treatment of others and/or fails to comply with the program rules and therapeutic interventions that have not been successful in resolving the issues.												
Clinical Exclusions	1. Individuals with the following conditions are excluded from admission unless there is documented evidence of psychiatric condition: developmentally disability, autism, organic mental disorder, or traumatic brain injury.												

Residential: Semi-Independent AD Residential Services (Effective October 1, 2016)	
	2. Exhibits behavior dangerous to staff, self, or others; or 3. The individual is experiencing symptoms which appear to require withdrawal management services. 4. The individual meets admission criteria for a lower level of care and can be effectively treated with that level of care.
Required Components	1. Facility must be licensed by the Georgia DCH/HFR under the Rules and Regulations for Drug Abuse Treatment Program 290-4-2. 2. Individuals receiving services must have a documented verified substance use diagnosis. 3. The residential program must provide a structured and supported living environment 24 hours a day, 7 days a week with awake staff on-site at all times. Residential programs must offer priority admission as identified in the SAPT Block Grant-Funded Program Requirements.
Staffing Requirements	1. Providers shall have a fulltime minimal Level 4 practitioner with at least 3 years' experience in addiction support responsible for the day to day operations. 2. Clinical staff knowledgeable about substance use and mental health disorders with individuals with co-occurring diagnoses. 3. Providers shall have a staff person available 24/7 to respond to emergency calls within one (1) hour 4. Providers shall have an experienced staff person and supervised staff to ensure that services are available and responsive to the needs of each individual. 5. There should be sufficient staff available to all individuals with a minimum ratio of 1:20.
Clinical Operations	1. The organization must have a written description of the Semi-Independent Residential Service offered that includes, at a minimum, the purpose of the service; the intended population to be served; service philosophy/model, level of supervision and oversight provided; and outcome expectations for its residents. 2. Providers are required to provide a structured therapeutic environment designed to facilitate the individual's progress toward recovery from substance use disorders. 3. On-site Recovery Services: a. AD Semi-Independent Residential Services must provide recovery support programming and direct skills training support each week. These activities include: i. Vocational service; ii. Job skills training and employment readiness training iii. Educational; and iv. Skills training to include budgeting, shopping, nutritional/meal planning v. Personal Support activities such as daily face to face contact with the individual by Residential Service to ensure needs are being met; supportive counseling; crisis intervention as needed; tracking of appointments, assistance with transportation to appointments, shopping, employment, academics, recreational and support activities, and other needed supports as identified in the IRP. vi. Access to self-help and 12 step groups b. The service shall maintain a focus on the development and improvement of the skills necessary for recovery. 4. On-site or off-site Treatment Services: a. AD Semi-Independent Residential Service must coordinate and ensure that individuals enrolled in this service receives a minimum of 12 hours per week of Treatment services as identified in the Individualized Resiliency Plan. Providers may offer the clinical services on site if licensed appropriately and staffing is consistent with required practitioner levels. Conversely, providers may offer the clinical service off site in the agency's outpatient clinic if licensed appropriately and staffing is consistent with required practitioner levels. b. Clinical services which include cognitive, behavioral and other therapies are facilitated through identified treatment interventions. c. Providers shall ensure that the individuals are provided the following: i. Individual Counseling ii. Group Counseling (including therapy, psycho-education, relapse prevention and recovery) iii. Family Counseling/Training (including psycho-education) for family members. d. At least 50% of the required 12 hours of clinical programming must be group counseling. The remaining hours may be comprised of group counseling, individual counseling, peer support, etc. e. Providers shall ensure that services are integrated with the activities/services and incorporated in the individual's service plan. f. Services and referrals shall be identified in the Individualized Recovery Plan.

Residential: Semi-Independent AD Residential Services (Effective October 1, 2016)	
	g. Random drug screens as needed must be provided and documented.
Reporting and Billing Requirements	1. Each month, the provider must submit a Monthly Residential Service Report developed by the Department that identifies the actual utilization of semi-independent residential services including amount spent, number of units occupied, and number of individuals served. 2. Span billing may occur for this service, meaning the start and end date are not the same on a given service claim line; however, spans cannot cross months (e.g. start date and end date must be within the same month). 3. All applicable ASO, Adult Needs and Strengths Assessment (ANSA), and DBHDD reporting requirements must be met.
Documentation Requirements	1. The organization must develop and maintain sufficient written documentation to support the AD Semi-Independent Residential Service for which billing is made. This documentation, at a minimum, must confirm that the individual for whom billing is requested was a resident of the AD Semi-Independent Residential Service on the date of service. The individual's record must also include each week's programming/service schedule in order to document the provision of service. 2. Weekly progress notes must be entered in the individual's record to enable the monitoring of the individual's progress toward IRP and recovery goals. 3. The record should include health issues and how they are being addressed; appointments for psychiatric and medical care that are scheduled for the individual; attendance at other treatments such as mental health counseling that staff may be assisting individual to attend; assistance provided to the individual to help him or her reach recovery goals; and the Individual's participation in other recovery activities. 4. Each note must be signed and dated and must include the professional designation of the individual making the entry. 5. Documentation must be legible and concise and include the printed name and the signature of the service provider. The name, title, and credentials of the individual providing the service must reflect the staffing requirements established for the AD Semi-Independent Residential Service being delivered. 6. Providers are required to have qualifying verified diagnosis present in the individual's record prior to the initiation of services. 7. Progress notes must be entered in the individual's record to enable the monitoring of progress toward recovery goals and to reflect the Individualized Recovery Plan implementation.

Residential: Semi-Independent MH Residential Services														
Transaction Code	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate
Supported Housing	Mental Health	H0043	R2											
Unit Value	Unit = 1 day							Benefit Information	TBD					
Service Definition	Semi-Independent Residential Service on-site programming for individuals within a residential setting to assist them to successfully maintain stable housing, continue with their recovery, and increase self-sufficiency.													
Admission Criteria	Adults aged 18 or older with: 1. Serious Mental Illness, Addictive Disease Issues, or Co-occurring Mental Illness and Addictive Diseases Diagnoses; and 2. Demonstrates the need for 24/7 available staff support, daily contact, and moderate assistance with residential responsibilities and one or more of the following; 3. Individual's symptoms/behaviors indicate a need for moderate skills training and personal supports; or 4. Individual has limited skills needed to maintain stable housing and has failed using a less intensive residential service; or 5. Individual requires frequent medication assistance to prevent relapse.													
Continuing Stay Criteria	Individual continues to meet Admission Criteria.													
Discharge Criteria	1. Individual can effectively and safely be supported with a more appropriate level of service due to change in individual's level of functioning; or 2. Individual or appropriate legal representative requests discharge.													

Residential: Semi-Independent MH Residential Services	
Clinical Exclusions	Individuals with the following conditions are excluded from admission unless there is documented evidence of psychiatric condition: developmentally disability, autism, organic mental disorder, or traumatic brain injury.
Required Components	1. Semi Independent Residential Services may only be provided by a DBHDD Contracted Provider. 2. The organization must have an executive director or program director charged with the responsibility for day-to-day management of the organization. 3. Traditional residential settings such as group homes, community living arrangements, etc. must: a. Be licensed by the Department of Community Health, Healthcare Facilities Regulation Division to provide residential services to individuals with mental illness and/or substance abuse diagnosis. b. Be arranged and maintained to provide adequate measures for the health, safety, access and well-being of the residents. c. Comply with all relevant safety codes. d. Be clean, safe, appropriately equipped, and furnished for the services delivered. e. Comply with the Americans with Disabilities Act for access. f. Maintain a written evacuation plan to be used in the case of fire or other disaster. An appropriate written certification of compliance must be obtained indicating that all applicable fire and safety code requirements have been satisfied. Periodic fire and other safety drills must be conducted. g. Have evacuation routes clearly marked by exit signs. h. Be responsible for providing physical facilities that are structurally sound and meet all applicable federal, state, and local regulations for adequacy of construction, safety, sanitation, and health. i. Provide a supported living environment 24 hours, 7 days a week. Staff will be on-site for at least 36 hours each week to accommodate residents' needs. There must be an emergency response plan when staff is not scheduled on-site. j. Provide, within the required 36 hours of staffing coverage, a minimum of 3 hours per week of skills training and/or personal support relevant to the individual's IRP. k. Have a written Residential Crisis Response Plan that guides the residential provider's response to an individual's crisis episode that diverts the loss of housing and promotes housing stability. This plan shall be developed with the individual and offer 24/7 access to a residential services specialist in the event of a crisis.
Staffing Requirements	1. Residential Managers may be persons with at least 2 years' experience providing MH or AD services and at least a high school diploma; however, this person must be directly supervised by a licensed staff member (including LMSW, AMFT, APC or 4 year RN). 2. Persons with high school diplomas, GEDs, or higher, who have completed the paraprofessional training required for DBHDD contracted organizations may provide direct support services under the supervision of a Residential Manager. 3. A staff person must be available 24/7 to respond to emergency calls within one (1) hour. 4. A staff person must be on site at least 36 hours a week.
Clinical Operations	1. The organization must have a written description of the Semi-Independent Residential Service offered that includes, at a minimum, the purpose of the service; the intended population to be served; level of supervision and oversight provided; and outcome expectations for its residents. 2. The focus of Semi-Independent Residential Service is to view each individual as the director of his/her own recovery; to promote the value of self-help and peer support; to provide information about mental illness and coping skills; to promote social skills, community resources, and individual advocacy; to promote employment and education to foster self-determination and career advancement; to support each individual in using community resources to replace the resources of the mental health system no longer needed; and to support each individual to fully integrate into scattered site residential placement or in housing of his or her choice, and to provide necessary support and assistance to the individual that furthers recovery goals, including transportation to appointments and community activities that promote recovery. 3. The Goal of Semi-Independent Residential Supports is to further integrate the individual into an accepting community in the least intrusive environment that promotes housing of his/her choice. 4. The outcomes of Semi-Independent Residential Supports will focus on recovery, housing, employment, and meaningful life in the community. These outcomes will be measured based upon:

	a. Reduction in hospitalizations; b. Reduction in incarcerations; c. Maintenance of housing stability; d. Participation in education, vocational training or gainful employment, if this is a goal in the Individualized Recovery Plan; e. Participation in community meetings and other social and recreational activities; and f. Participation in activities that promote recovery and community integration. 5. Semi-Independent Residential Service assists those individuals who will benefit from a moderate level of personal support and skill training to restore, develop, or maintain skills in functional areas in order to live meaningful lives in the community; develop or maintain social relationships; and participate in social, interpersonal, recreational or community activities. Services must be delivered to individuals according to their IRP. 6. Semi-Independent Residential Service provides at least 36 hours of on-site residential service and a minimum of 3 hours of direct skills training and/or individual support each week. This level of residential service shall include: a. Skill Training Activities such as budgeting, shopping, menu planning and food preparation, leisure skill development, maintaining a residence, using public transportation, symptom identification and management, medication self-administrating training, and other needed skills training as identified in the IRP. AND b. Personal Support Activities such as daily face-to-face contact with the individual by Residential Service staff to ensure needs are being met; supportive counseling; crisis intervention as needed; tracking of appointments, assistance with transportation to appointments, shopping, employment, academics, recreational and support activities, and other needed supports as identified in the IRP.
Service Access	In addition to receiving Semi Independent Residential Services, individuals will be linked to adult mental health and/or addictive disease services including Tier 1/Tier 2 provider or private Psychiatrist or Specialty services.
Reporting and Billing Requirements	1. Each month, the provider must submit a Monthly Residential Service Report developed by the Department that identifies the actual utilization of semi-independent residential services including amount spent, number of units occupied, and number of individuals served. 2. Span billing may occur for this service, meaning the start and end date are not the same on a given service claim line; however, spans cannot cross months (e.g. start date and end date must be within the same month).
Documentation Requirements	1. Individuals receiving this service must have a qualifying diagnosis present in the medical record prior to the initiative of services. The diagnosis must be given by persons identified in O.C.G.A. Practice Acts as qualified to provide a diagnosis. 2. Providers must document services in accordance with the specifications for documentation found in "Documentation Guidelines" in Part II, Section IV of this manual. 3. The organization must develop and maintain sufficient written documentation to support that Semi-Independent Residential Services were provided to the individual, as defined herein and according to billing. This documentation must confirm that the individual for whom billing is requested was a resident of the Semi-Independent Residential Services on the date billed. The individual's record must also include each week's programming/ service schedule in order to document provision of the required amount of skill training and personal support activities. 4. Providers must provide documentation that demonstrates compliance with a minimum of 3 hours each week of skills training and personal support activities, which include date, and time in/time out of contact. 5. Weekly progress notes must be entered in the individual's record to enable the monitoring of the individual's progress toward meeting treatment and rehabilitation goals and to reflect the Individualized Recovery Plan implementation. 6. The record should include health issues or concerns and how they are being addressed, appointments for psychiatric and medical care that are scheduled for the individual, attendance at other treatments, such as addictive diseases counseling that staff may be assisting the individual to attend, assistance provided to the individual to help him or her reach recovery goals, and the individual's participation in other recovery activities. 7. Each note must be signed and dated and must include the professional designation of the individual making the entry. 8. Documentation must be legible and concise and include the printed name and the signature of the treating practitioner. The name, title, and credentials of the individual providing the service must reflect the staffing requirements established for Semi-Independent Residential Services being delivered.

Residential Substance Detoxification														
Transaction Code	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate
Alcohol and/or Other Drug Services; Sub-acute Detoxification (Residential Addiction Program Outpatient)		H0012					$85.00							
Unit Value	1 day (per diem)							Utilization Criteria	TBD					
Service Definition	Residential Substance Detoxification is an organized and voluntary service that may be delivered by appropriately trained staff who provide 24-hour per day, 7 day per week supervision, observation and support for individuals during withdrawal management. Residential Withdrawal Management is characterized by its emphasis on medical monitoring and/or on peer/social support, and should reflect a range of residential detoxification service intensities from ASAM (American Society of Addiction Medication) Level III.2D to III.7D. These levels provide care for individuals whose intoxication/withdrawal signs and symptoms may only require 24-hour supervision, observation and support by appropriately trained staff with an emphasis on peer/social support that cannot be provided by the individual's natural support system, or that are sufficiently severe enough to require 24-hour medically monitored withdrawal management and support from medical and nursing professionals in a permanent facility with inpatient beds. All programs at these levels rely on established clinical protocols to identify individuals who are in need of medical services beyond the capacity of the facility and to transfer such individuals to more appropriate levels of service.													
Admission Criteria	Adults/Older Adolescent: 1. Has a Substance Related Disorder with a DSM diagnosis of either 303.00, 291.81, 291.0, 292.89, 292.0; and 2. Per (ASAM PPC-2, Dimension-1) is experiencing signs of severe withdrawal, or there is evidence (based on history of substance intake, age, gender, previous withdrawal history, present symptoms, physical condition, and/or emotional/behavioral condition) that severe withdrawal syndrome is imminent; and is assessed as manageable at this level of service; and 3. There is strong likelihood that the individual will not complete withdrawal management at another level of service and enter into continued treatment or self-help recovery as evidenced by one of the following: a. Individual requires medication and has recent history of withdrawal management at a less intensive service level, marked by past and current inability to complete withdrawal management and enter continuing addiction treatment; individual continues to lack skills or supports to complete withdrawal management; or b. Individual has a recent history of withdrawal management at less intensive levels of service marked by inability to complete withdrawal management or enter into continuing addiction treatment and continues to have insufficient skills to complete withdrawal management; or c. Individual has co-morbid physical or emotional/behavioral condition that is manageable in a Level III.7-D setting but which increases the clinical severity of the withdrawal and complicates withdrawal management.													
Continuing Stay Criteria	Individual's withdrawal signs and symptoms are not sufficiently resolved so that the individual can be managed in a less intensive service.													
Discharge Criteria	1. An adequate continuing care plan has been established; and one or more of the following: 2. Goals of the Individualized Recovery Plan have been substantially met; or 3. Individual requests discharge and individual is not in imminent danger of harm to self or others; or 4. Individual's signs and symptoms of withdrawal have failed to respond to treatment and have intensified (as confirmed by higher scores on the CIWA-Ar or other comparable standardized scoring system), such that transfer to a Level 4-WM withdrawal management service is indicated.													
Service Exclusions	Nursing Assessment and Medication Administration (Medication administered as a part of Residential Detoxification is not to be billed as Medication Administration).													
Clinical Exclusions	Concomitant medical condition and/or other behavioral health issues warrant inpatient treatment or Crisis Stabilization Unit admission.													

Residential Substance Detoxification	
Required Components	1. This service must be licensed by DCH/HFR under the Rules and Regulations for Drug Abuse Treatment Programs, 290-4-2. 2. A physician's order in the individual's record is required to initiate a withdrawal management regimen. 3. Medication administration may be initiated only upon the order of a physician. 4. Verbal orders or those initiated by a Physician's Assistant or CNS are acceptable provided they are signed by the physician within 24 hours or the next working day.
Staffing Requirements	1. Services must be provided by a combination of nursing, other licensed medical staff, and other residential support under supervision of a physician. 2. In programs that are designed to target older adolescents, staffing patterns must reflect staff expertise in the delivery of services to that age population. In addition, higher staffing ratios would be expected in these programs related to supervision.
Additional Medicaid Requirements	1. For Medicaid recipients, certain individual services may be billed to Medicaid if the individual is receiving this service as a part of a Crisis Stabilization Unit (see CSU service description for billable services). 2. For those CSUs that bill Medicaid, the program bed capacity is limited to 16 beds.
Billing & Reporting Requirements	Span billing may occur for this service, meaning the start and end date are not the same on a given service claim line; however, spans cannot cross months (e.g. start date and end date must be within the same month).

Substance Abuse Intensive Outpatient														
Transaction Code	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate
See Additional Medicaid Requirements below for billing codes, authorization, and unit information.														
Utilization Criteria	TBD													
Service Definition	A time limited multi-faceted approach treatment service for adults who require structure and support to achieve and sustain recovery from substance related disorders. These services are available during the day and evening hours to enable individuals to maintain residence in their community, continue to work or go to school and to be a part of their family life. The following elements of this service model will include: 1. Behavioral Health Assessment. 2. Psychiatric Treatment. 3. Nursing Assessment. 4. Diagnostic Assessment. 5. AD Support Services. 6. Individual Counseling. 7. Group Counseling (including psycho-educational groups focusing, relapse prevention and recovery). 8. Family Counseling/Training (including psychoeducation) for Family Members. 9. Community Transition Planning 10. Medication Administration 11. Peer Support-Individual 12. Peer Support Whole Health & Wellness The SA Intensive Outpatient Program emphasizes reduction in use and abuse of substances and/or continued abstinence; the negative consequences of substance abuse; development of social support network and necessary lifestyle changes; educational skills; vocational skills leading to work activity by reducing substance abuse as a barrier to employment; social and interpersonal skills; improved family functioning; the understanding of addictive disease; and the continued commitment to a recovery and maintenance program.													

Substance Abuse Intensive Outpatient	
	Services are provided according to individual needs and goals as articulated in the IRP. The programmatic goal of the service must be clearly articulated by the provider, utilizing the best/evidenced based practices for the service delivery and support that are based on the population(s) and issues to be addressed. Practitioners providing this service are expected to maintain knowledge and skills regarding current research trends in best/evidence based practices.
Admission Criteria	1. A DSM diagnosis of Substance Abuse or Dependence or substance- related disorder with a co-occurring DSM diagnosis of mental illness or DD; and 2. The individual is able to function in a community environment even with impairments in social, medical, family, or work functioning; and 3. The individual is sufficiently motivated to participate in treatment/recovery work; and 4. One or more of the following: a. The substance use is incapacitating, destabilizing or causing the individual anguish or distress and the individual demonstrates a pattern of alcohol and/or drug use that has resulted in a significant impairment of interpersonal, occupational and/or educational functioning; or b. The individual's substance abuse history after previous treatment indicates that provision of outpatient services alone (without an organized program model) is not likely to result in the individual's ability to maintain sobriety; or c. There is a reasonable expectation that the individual can improve demonstrably within 3-6 months; or d. The individual is assessed as needing ASAM Level 2 or 3.1; or e. The individual has no significant cognitive and/or intellectual impairments that will prevent participation in and benefit from the services offered and has sufficient cognitive capacity to participate in and benefit from the services offered; or f. The individual is not actively suicidal or homicidal, and the individual's crisis, and/or inpatient needs (if any) have been met prior to participation in the program.
Continuing Stay Criteria	1. The individual's condition continues to meet the admission criteria. 2. Progress notes document progress in reducing use and abuse of substances; developing social networks and lifestyle changes; increasing educational, vocational, social and interpersonal skills; understanding addictive disease; and/or establishing a commitment to a recovery and maintenance program, but the overall goals of the IRP have not been met. 3. There is a reasonable expectation that the individual can achieve the goals in the necessary reauthorization time frame.
Discharge Criteria	1. An adequate continuing care or discharge plan is established and linkages are in place; and one or more of the following: a. Goals of the IRP have been substantially met; or b. Individual recognizes severity of his/her drug/alcohol usage and is beginning to apply skills necessary to maintain recovery by accessing appropriate community supports. c. Clinical staff determines that individual no longer needs ASAM Level 2 and is now eligible for aftercare and/or transitional services; OR 2. Transfer to a higher level of service is warranted by the following: a. Change in the individual's condition or nonparticipation; or b. Individual refuses to submit to random drug screens; or c. Individual exhibits symptoms of acute intoxication and/or withdrawal or d. Individual requires services not available at this level or e. Individual has consistently failed to achieve essential treatment/recovery objectives despite revisions to the IRP and advice concerning the consequences or f. Individual continues alcohol/drug use to such an extent that no further process is likely to occur.
Service Exclusions	Services cannot be offered with Psychosocial Rehabilitation. When offered with ACT, documentation must indicate efforts to minimize duplication of services and effectively transition the individual to the appropriate services. This combination of services is subject to review by the ASO.
Required Components	1. This service must be licensed by DCH/HFR under the Rules and Regulations for Drug Abuse Treatment Programs, 290-4-2. 2. The program provides structured treatment or therapeutic services, utilizing activity schedules as part of its operational method, i.e., plans or schedules of days or times of day for certain activities.

Substance Abuse Intensive Outpatient	
	3. These services should be scheduled and available at least 5 hours per day, 4 days per week (20 hrs./week), with no more than 2 consecutive days without service availability for high need individuals (ASAM Level 2.5). For programs that have a lower intensity program Level, it should be at least ASAM Level 2.1 which includes 9 hours of programming per week. 4. The program utilizes methods, materials, settings, and outside resources appropriate to the developmental and cognitive levels, capabilities, age, gender, and culture of participants. 5. The program utilizes methods, materials, approaches, activities, settings, and outside resources appropriate for and targeted to individuals with co-occurring disorders of mental illness and substance abuse and targeted to individuals with co-occurring developmental disabilities and substance abuse when such individuals are referred to the program. 6. The program conducts random drug screening and uses the results of these tests for marking participant's progress toward goals and for service planning. 7. The program is provided over a period of several weeks or months and often follows withdrawal management or residential services. 8. This service must operate at an established site approved to bill Medicaid for services. However, limited individual or group activities may take place off-site in natural community settings as is appropriate to each individual's recovery plan. (Narcotics Anonymous (NA) and/or Alcoholics Anonymous (AA) meetings offsite may be considered part of these limited individual or group activities for billing purposes only when time limited and only when the purpose of the activity is introduction of the participating individual to available NA and/or AA services, groups or sponsors. NA and AA meetings occurring during the SA Intensive Outpatient Program may not be counted as billable hours for any individual outpatient services, nor may billing related to these meetings be counted beyond the basic introduction of an individual to the NA/AA experience). 9. This service may operate in the same building as other services; however, there must be a distinct separation between services in staffing, program description, and physical space during the hours the SA Intensive Outpatient Services is in operation. 10. Adequate space, equipment, furnishings, supplies, and other resources must be provided in order to effectively provide services and so that the program environment is clean and in good repair. Space, equipment, furnishings, supplies, transportation, and other resources for participating individuals' use within the Substance Abuse Intensive Outpatient program must not be substantially different from that provided for other uses for similar numbers of individuals.
Staffing Requirements	1. The program must be under the clinical supervision of a Level 4 or above who is onsite a minimum of 50% of the hours the service is in operation. 2. Services must be provided by staff who are: a. Level 4 (APC, LMSW, CACII, CADC, CCADC and Addiction Counselor Trainee with supervision). b. Level 5 (Paraprofessionals, high school graduates) under the supervision of a Level 4 or above. 3. Programs must have documentation that there is one Level 4 staff (excluding Addiction Counselor Trainee) that is "co-occurring capable." This person's knowledge must go beyond basic understanding and must demonstrate actual staff capabilities in using that knowledge for individuals with co-occurring disorders. Personnel documentation should demonstrate that this staff person has received a minimum of 4 hours of training in co-occurring treatment within the past 2 years. 4. There must be at least a Level 4 practitioner on-site at all times the service is in operation, regardless of the number of individuals participating. 5. The maximum face-to-face ratio cannot be more than 12 individuals to 1 direct program staff based on average daily attendance of individuals in the program. 6. The maximum face-to-face ratio cannot be more than 20 individuals to 1 SAP based on average daily attendance of individuals in the program. 7. A physician and/or a Registered Nurse or a Licensed Practical Nurse with appropriate supervision must be available to the program either by a physician and/or nurse employed by the agency, through a contract with a licensed practitioner, or by written referral or affiliation agreement with another agency or agencies that offer such services. a. An appropriate member of the medical staff pursuant to the Medical Practice Act of 2009, Subsection 43-34-23 Delegation of Authority to Nurse and Physician Assistant is responsible for addiction and psychiatric consultation, assessment, and care (including but not limited to ordering medications and/or laboratory testing) as needed. b. The nurse is responsible for nursing assessments, health screening, medication administration, health education, and other nursing duties as needed. 8. Level 4 staff may be shared with other programs as long as they are available as required for supervision and clinical operations and as long as their time is appropriately allocated to staffing ratios for each program.
Clinical Operations	1. It is expected that the transition planning for less intensive service will begin at the onset of these services. Documentation must demonstrate this planning.

2. An individual may have variable length of stay. The level of care should be determined as a result of individuals' multiple assessments. It is recommended that individuals attend at a frequency appropriate to their level of need. Ongoing clinical assessment should be conducted to determine step down in level of care.
3. Each individual should participate in setting individualized goals for themselves and in assessing their own skills and resources related to sobriety, use/abuse, and maintaining recovery. Goals are set by exploring strengths and needs in the individual's living, learning, social, and working environments. Implementation of services may take place individually or in groups.
4. Each individual must be provided assistance in the development/acquisition of needed skills and resources necessary to achieve sobriety and/or reduction in abuse and maintenance of recovery.
5. Substance Abuse Intensive Outpatient Program must offer a range of skill-building and recovery activities within the program.
6. The following the services must be included in the SA Intensive Outpatient Program. Many of these activities are reimbursable through Medicaid.
   The activities include but not limited to:
   a. Group Outpatient Services
      I. Psycho-educational activities focusing on the disease of addiction prevention, the health consequences of addiction, and recovery.
      II. Therapeutic group treatment and counseling.
      III. Leisure and social skill-building activities without the use of substances.
      IV. Linkage to natural supports and self-help opportunities.
   b. Individual Outpatient Services
      I. Individual counseling.
      II. Individualized treatment, service, and recovery planning.
      III. Linkage to health care.
   c. Family Outpatient Services
      I. Family education and engagement.
   d. AD Support Services
      I. Vocational readiness and support.
      II. Service coordination unless provided through another service provider.
   e. Behavioral Health Assessment & Service Plan Development and Diagnostic Assessment
      I. Assessment and reassessment.
   f. Medication Administration
   g. Services not covered by Medicaid
      I. Drug screening/toxicology examinations.
7. In addition to the above required activities within the program, the following must be offered as needed either within the program or through referral to/or affiliation with another agency or practitioner, and may be billed in addition to the billing for Substance Abuse Intensive Outpatient Program:
   a. AD Support Services– for housing, legal and other issues;
   b. Individual counseling in exceptional circumstances for traumatic stress and other mental illnesses for which special skills or licenses are required.
   c. Physician assessment and care;
   d. Psychological testing;
   e. Peer Supports;
   f. Health screening.
8. The program must have a Substance Abuse Intensive Outpatient Services Organizational Plan addressing the following:
   a. The philosophical model of the program and the expected outcomes for program participants (i.e., harm reduction, abstinence, beginning of or maintaining individually defined recovery, employment readiness, relapse prevention, stabilization and treatment of those with co-occurring disorders).
   b. The schedule of activities and hours of operations.
   c. Staffing patterns for the program.

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d. How the activities listed above in Items 4 and 5 will be offered and/or made available to those individuals who need them, including how that need will be determined.
e. How assessments will be conducted.
f. How staff will be trained in the administration of addiction services and technologies.
g. How staff will be trained in the recognition and treatment of co-occurring disorders of mental illness & substance abuse pursuant to the Georgia Best Practices.
h. How services for individuals with co-occurring disorders will be flexible and will include services and activities addressing both mental health and substance abuse issues of varying intensities and dosages based on the symptoms, presenting problems, functioning, and capabilities of such individuals.
i. How individuals with co-occurring disorders who cannot be served in the regular program activities will be provided and/or referred for time-limited special integrated services that are co-occurring enhanced as described in the Georgia Suggested Best Practices.
j. How services will be coordinated with the substance abuse array of services including assuring or arranging for appropriate referrals and transitions.
k. How the requirements in these service guidelines will be met.

Service Access

The program is offered at least 5 hours per day at least 4 days per week with no more than 2 consecutive days between offered services, and distinguishes between those individuals needing between 9 and 20 hours per week of structured services per week (ASAM Level 2.1) and those needing 20 hours or more of structured services per week (ASAM Level 2.5 or 3.1) in order to begin recovery and learn skills for recovery maintenance. The program may offer services a minimum of only 3 hours per day for only 3 days per week with no more than 2 consecutive days between offered services if only individuals at ASAM Level 2.1 are served.

Billing and Reporting Requirements

1. The maximum number of units that can be billed differs depending on the individual service. Please refer to the table below or in the Mental Health and Addictive Disease Orientation to Authorization Section of this manual.
2. Substance Abuse Intensive Outpatient Services are unbundled and billed per service. As mentioned above Substance Abuse Intensive Outpatient Program allows providers to select all services that will be offered in a substance abuse outpatient setting. Billable services and daily limits within SA Intensive Outpatient Program are as follows:

Service	Maximum Authorization Units	Daily Maximum Billable Units
Diagnostic Assessment	4	2
Psychiatric Treatment	12	1
Nursing Assessment and Care	48	16
AD Support Services	200	96
Individual Outpatient	36	1
Family Outpatient	100	8
Group Training/Counseling	1170	20
Behavioral Health Assmt & Serv. Plan Development	32	24
Community Transition Planning	50	12
Medication Administration	6	6
Peer Support-Individual	312	48
Peer Support Whole Health & Wellness	208	6
Interactive Complexity (as a adjunct to services above)	48	4

3. Approved providers of this service may submit claims/encounters for the unbundled services listed in the type of care, up to the daily maximum amount for each service. Program expectations are that this model follow the content of this Service Guideline as well as the clearly defined service group elements.

Documentation Requirements

1. Every admission and assessment must be documented.

Substance Abuse Intensive Outpatient

	2. Progress notes must include written daily documentation of important occurrences; level of functioning; acquisition of skills necessary for recovery; progress on goals identified in the IRP including acknowledgement of addiction, progress toward recovery and use/abuse reduction and/or abstinence; use of drug screening results by staff; and evaluation of service effectiveness. 3. Daily attendance of each individual participating in the program must be documented showing the number of hours in attendance for billing purposes. 4. This service may be offered in conjunction with ACT or CSU for a limited time to transition individuals from one service to the more appropriate one. 5. When this service is used in conjunction with ACT or Crisis Residential services, documentation must demonstrate careful planning to maximize the effectiveness of this service as well as an appropriate reduction in service amounts of the service to be discontinued. Utilization of Substance Abuse Day Services in conjunction with these services is subject to review by the Administrative Services Organization.

Supported Employment

Transaction Code	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate
Supported Employment		H2024	i.				$410.00							
Unit Value	1 month – Weekly documentation via daily attendance or weekly time sheet.							Utilization Criteria	TBD					
Service Definition	Supported Employment (SE) services are available to eligible individuals, who express a desire and have a goal for competitive employment in their Individual Recovery Plan (IRP); and who, due to the impact and severity of their mental illness have recently lost employment, or been underemployed or unemployed on a frequent or long term basis. Services include supports to access benefits counseling; identify vocational skills and interests; and develop and implement a job search plan to obtain competitive employment in an integrated community setting that is based on the individual's strengths, preferences, abilities, and needs. In accordance with current best practice, this service emphasizes that a rapid job search be prioritized above traditional prevocational training, work adjustment, or transitional employment services. After suitable employment is attained, services include job coaching to teach job-specific skills/tasks required for job performance and ongoing rehabilitative supports to teach the individual illness self-management, communication and interpersonal skills necessary to successfully retain a particular job. If the individual is terminated or desires a different job, services are provided to assist the individual in redefining vocational and long term career goals and in finding, learning and maintaining new employment aligned with these goals. Employment goals and services are integrated into the Individual Recovery Plan (IRP) and are available until the individual no longer desires or needs Supported Employment specialty services to successfully maintain employment.													
Admission Criteria	1. Individuals who meet the target population criteria: a. Indicate an interest in competitive employment; b. Are unemployed or underemployed due to symptoms associated with chronic and severe mental illness; c. Have a documented service goal to attain and/or maintain competitive employment; and d. Are able to actively participate in and benefit from these services. 2. Priority is given to individuals who meet the ADA Settlement criteria. 3. Individuals receiving this service must have a qualifying diagnosis present in the medical record prior to the initiation of services. The diagnosis must be provided by persons identified in O.C.G.A. Practice Acts as qualified to provide a diagnosis.													
Continuing Stay Criteria	Individual demonstrates documented progress relative to goals identified in the Individualized Recovery Plan for employment, but employment goals have not yet been achieved and significant support for job search and/or employment is still required.													
Discharge Criteria	1. Goals of the Individualized Recovery Plan related to employment have been substantially met; or 2. Individual requests a discharge from this service; or 3. Individual does not currently desire competitive employment; or 4. If after multiple outreach attempts and attempts to explore and resolve barriers to individual's engagement by Employment Specialist and individual's Behavioral Health Provider consistently made over the course of 90 days, the individual does not engage in services for 90 days; unless the individual is hospitalized or in jail,													

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	in which case the provider would be expected to continue contact with the individual, his/her service providers (including Vocational Rehabilitation Counselor), his/her employer and to participate in discharge planning; or 5. If after 180 days of steady employment, it has been demonstrated that the individual no longer needs intensive supported employment specialty services to maintain employment, and the individual has participated with the Employment Specialist, natural supports and other service providers to create a planned transition from supported employment to extended job supports provided by the individual's natural supports, behavioral health providers (e.g. Psychiatric Rehabilitation-Individual; Peer Support-Individual, etc.) and/or TORS provider. If the individual has or had an open case with the Georgia Vocational Rehabilitation Agency (GVRA)Vocational Rehabilitation (VR) program and received supported employment services paid for in whole or in part by GVRA/VR the extended supports must be provided by the individual's behavioral health provider, which may include, or be the TORS provider.
Clinical Exclusions	Individuals with the following conditions are excluded from admission unless there is clearly documented evidence of a psychiatric condition co-occurring with one of the following diagnoses: developmental disability, autism, organic mental disorder.
Staffing Requirements	1. Employment Specialists that do not hold licensure or certification as specified in the Provider Manual must comply with training requirements for paraprofessionals as outlined in the Provider Manual. 2. All Employment Specialists and SE Supervisors must complete at least 16 hours of documented training consistent with the IPS-25 model. 3. Each SE Provider shall employ a minimum of 1 FTE Employment Specialist. 4. All Employment Specialists shall maintain a SE caseload ratio no greater than 1 FTE Employment Specialist to 20 SE individuals. In accordance with the IPS EPB model, it is recommended that each caseload be 100% comprised of enrolled persons who meet the adult mental health eligibility criteria for this service. Employment Specialists who deliver TORS to individuals who have been discharged from SE services, should not count these individuals in the SE caseload and must subtract the average number of hours spent delivering TORS from the amount of time dedicated to SE services. For example, if an Employment Specialist works 40 hours a week (1 FTE), provides TORS and Supported Employment services 100% of the time and documents an average of 4 TORS billable hours each week, then 36 hours (90% of 40) would be dedicated to SE services on average each week. The 1:30 SE caseload ratio would be 90% FTE to 18 SE individuals. 5. All Employment Specialists must receive regular supervision from a designated SE Supervisor in accordance with the IPS-25 model. 6. Each SE Provider shall employ 1 FTE SE Supervisor to be dedicated to a maximum of 10 FTE Employment Specialists. Supervisors responsible for fewer than 10 FTE Employment Specialists may spend a percentage of time on other duties on a prorated basis. For example, a Supervisor responsible for 1 FTE Employment Specialist may spend 90% of time on other duties. 7. All SE Supervisors must have a minimum of a bachelor's degree in the social sciences/helping professions and 1 year experience of delivering SE services or certification by a nationally or state recognized evidence-based SE training program. If all of the provider's Employment Specialists hold a bachelor's degree or higher in the social sciences/helping professions; or have at least three years' experience in counseling, linking with community resources, special education or instruction, the Bachelor's degree requirement for the SE Supervisor is waived.
Required Components	1. The programmatic goals of this service must be clearly articulated by the provider, utilizing evidence based practices for supported employment services as described in the IPS-25 Fidelity Scale (www.dartmouthips.org). 2. Employment must be in an integrated community setting in which the majority of employees do not have disabilities, and there is no requirement for the applicant to have a disability. The job must pay minimum wage or equivalent to typical earnings/benefits for the job title, and be in compliance with all applicable Department of Labor requirements, including compensation, hours, and benefits. 3. If ACT, CST, Non-Intensive Outpatient, PSR-I, Peer Supports other behavioral health and/or vocational rehabilitation services are provided simultaneously, individual record must show evidence of integrated service coordination and effort to avoid duplication of services. 4. A vocational profile, individualized plan of employment and individualized job support plan must be completed according to the individual's strengths and preferences; integrated in the individual's behavioral health service chart; and show evidence of periodic updates. If an individual has an open case with GVRA/VR, all GVRA/VR documentation must be included in the individual's behavioral service record. 5. The initial vocational profile must be completed and the individual or employment specialist on behalf of the individual, must make face-to face contact with a potential employer, specific to the individual's plan of employment, on average, within the first 30 days of individual's enrollment in SE services and be documented in the progress notes.

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Clinical Operations	1. Individuals receiving this service must have competitive employment as a goal in their IRP. Ninety percent (90%) of Individual medical records must demonstrate integration of behavioral health and employment goals and services. Charts of individuals who have open cases in Vocational Rehabilitation services must document fulfillment of Vocational Rehabilitation meeting, reporting and communication requirements. 2. Supported Employment Specialists must deliver each of the following six service components: a. Pre-Placement I. Engage individual, and with permission, his/her behavioral health providers and natural supports in an exploratory discussion about the individual's interest in competitive employment and long term vocational goals. Provide or coordinate access to information about vocational services offered by GVRA/VR; and according to the individual's desires and GVRA/VR guidelines, assist and support the individual in completion and coordination of the GVRA/VR application process and regular follow-up communication with GVRA/VR staff to determine status of application. II. Determine if the individual receives SSI, SSDI or other benefits which might be affected by an increase in income, and provide or coordinate access to informational resources about work incentives and benefits counseling. Ensure that the individual and with permission, his/her behavioral health providers and natural supports receive and understand individualized and written information about how new or increased wages will impact the individual's eligibility for and receipt of disability benefits, housing and/or other income-determined services and benefits, as well as how to complete any related and required financial reports. III. Over several sessions, gather information from individual, and with permission, his/her behavioral health providers, Vocational Rehabilitation Counselor, natural supports, former employers, and/or existing records/reports to develop a vocational profile that provides insight to the individual's preferences, experiences, abilities, strengths, supports, resources, limitations and needs. Engage the individual, and if desired, his/her professional and/or natural supports in a discussion about his/her vocational profile to explore, identify and document desirable and suitable job types and work environments. Ensure the Vocational Profile is integrated into the individual's behavioral health service chart. IV. Educate individual about the pros and cons of disclosing aspects of his/her disability and discuss at frequent intervals to support and empower the individual to make informed decisions about what, if any details s/he wants communicated to the employer at any point in time. b. Service Integration: Provide direct or indirect efforts on behalf of the individual to integrate, coordinate and reduce duplication of the individual's SE service with TORS and other behavioral health and if applicable, Vocational Rehabilitation or other pertinent services, through regular, documented meetings and contact with members of the individual's multidisciplinary treatment team. c. Job Development: Cultivate relationships with potential employers in order to explore and develop competitive employment opportunities based on individual's vocational profiles and employment plans for individuals. Competitive employment refers to a job to which anyone can apply, in an integrated community setting in which the majority of employees are not disabled, and which pays minimum wage or more. Relationships are to be based on an understanding of the potential employer's business needs; the services the Employment Specialist is able to provide to the company; and the employment plans of individuals served. Employer contacts should be documented weekly and reviewed regularly by the SE Supervisor according to IPS-25 model. d. Job Placement I. Develop with the individual, and with permission, his/her behavioral health provider, VR Counselor and/or natural supports an individual plan of employment which includes the type of job and environment being sought, the type of supports the individual wants and clear statements about who will do what by when. II. Teach, assist and support the individual to emphasize strengths and minimize consequences (i.e. criminal history, periods of unemployment, etc.) and functional challenges of mental illness in development of resumes, completion of applications and practice for interviews (which may include symptom management and coping skills). III. Assist the individual in negotiating a mutually acceptable job offer in a competitive, community-integrated job that meets the individual's vocational goals and includes reasonable accommodations and/or adaptations to ensure the individual's success in the work environment.

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	IV. Assist the individual, and his/her behavioral health providers, VR Counselor and/or natural supports to identify skills, resources and supports the individual will need to start a new job; and create and implement a plan to attain these things to ensure a successful transition to employment and first days on the job. The plan may include assistance in symptom management, acquiring appropriate work clothes and transportation to work; , as well as planning for meals, medication and other activities and supports needed to maintain wellness and stability at the work site. The individual's chart should contain this plan. V. In the event that the individual desires a different job, quits or is terminated for whatever reason, the vocational profile must be updated and the individual assisted in updating his/her employment plan and resume; finding and applying for another job; and updating his/her job support plan. e. Job Coaching: Provide intensive one-on-one services designed to teach the individual job-specific skills, tasks, responsibilities and behaviors on or off the job site, according to the individual's disclosure preferences. This may include systematic job analysis, environmental assessment, vocational counseling, training and interventions to help the supported employee learn to perform job tasks to the employer's specifications and be accepted as an employee at the worksite. Provide training, consultation and support to the employer at the individual's request. f. Follow- Along Supports I. Work in partnership with the individual and his/her behavioral health providers, Vocational Rehabilitation Counselor and/or natural supports to update and implement an individualized job support plan that maximizes the use of natural supports and prepares the individual and his/her interdisciplinary treatment, rehabilitation and recovery teams for transition to extended job supports provided by behavioral health providers and/or natural supports. Provide and coordinate ongoing task-oriented rehabilitation and job-specific training and support for management of symptoms, crises and over-all job performance necessary for long term success, tenure and stability on the job. Per individual's preferences about disclosure, services may include: proactive employment advocacy, supportive counseling, coaching, peer support and ancillary support services, at or away from the job site. II. Employment Specialist must make a minimum of 2 face-to-face visits with supported employee at the worksite each month; or 2 face-to-face visits with employee off site and 1 employer contact monthly.
Reporting and Billing Requirements	1. A monthly, standardized programmatic report is required by the DBHDD to monitor performance and outcomes as well as approve the amount requested via the MIERs. 2. SE teams are expected to submit all requisite information in order to establish eligibility for the initial authorization, and if an individual meets eligibility they receive a 180-day authorization for SE services. SE teams are required to submit information that the ASO references as a reauthorization every 90 days for collection of consumer outcome indicators. This data collection is captured from information submitted by SE teams during initial and subsequent authorization periods. There is no clinical review taking place during this 90-day data collection process, the 90-day data collection-reauthorization meets the need of data collection only. At these intervals, the use of the term "reauthorization" is merely a data collection process and not a clinical review for eligibility every 90 days. SE teams are expected to submit all requisite information in order to establish continued eligibility for the concurrent review, and this reauthorization time frame is 180 days. 3. In order to bill the monthly rate, the provider shall be engaged in supports and planning even when individual is in acute residential, hospital or jail. See discharge criteria #4. 4. If a provider has no face-to-face contact with the individual during the month, the monthly rate may be billed if the provider has documentation of service integration, job development or active participation in discharge planning if the individual is in acute residential, hospital or jail. See discharge criteria #4. 5. Span billing may occur for this service, meaning the start and end date are not the same on a given service claim line; however, spans cannot cross months (e.g. start date and end date must be within the same month).
Service Accessibility	Employment Specialists are expected to spend at least 65% of scheduled work time delivering services to individuals and employers in the community and must be available during daytime, evening and weekend hours to accommodate the needs of individuals and employers.

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Documentation Requirements	1. The individual medical record must include documentation of services described in the Service Operations section. 2. Provider is required to complete a progress note for every contact with individual as well as for related collateral. 3. Progress notes must adhere to documentation requirements set forth in this manual.

Task-Oriented Rehabilitation Services

Transaction Code	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate
Task-Oriented Rehabilitation Services	Practitioner Level 4, Out-of-Clinic	H2025	U4	U7			$24.36	Practitioner Level 5, Out-of-Clinic	H2025	U5	U7			$18.15
Unit Value	15 minutes							Utilization Criteria	TBD					

Service Definition

Task Oriented Rehabilitation Services (TORS) provide the psychiatric rehabilitation interventions to address the barriers created by psychiatric disability that interfere with an individual's ability to develop or regain a meaningful and valued role, including the ability to successfully pursue and maintain satisfying competitive employment. TORS are delivered concurrently with and after discharge from evidence-based supported employment services (IPS-25; www.dartmouthips.org) in the worksite or community, in accordance with an individual's preferences about disclosure of his/her disability to employers. TORS must be based upon the Individual Recovery Plan (IRP) which identifies a desire and need to acquire the skills, resources and supports the individual needs to self-recognize emotional triggers and to self-manage behaviors related to behavioral health issues that may interfere with employment.

TORS goals must complement and be closely coordinated with the goals, plans, and activities of supported employment, behavioral health and other services and integrated into the Individualized Recovery Plan (IRP). Interventions may include:

1. The use of role-modeling or mentoring of a person working while managing a mental illness;
2. Motivational and educational experiences, exercises, methods and tools to help an individual:
    a. Develop hope, confidence and motivation related to a meaningful and valued role including employment.
    b. Identify, articulate and self-advocate for his/her goals, interests, skills, strengths, needs and preferences;
    c. Identify and engage natural supporters to assist in achieving his/her vocational & recovery goals;
    d. Identify and develop meaningful roles while living with a mental illness;
    e. Identify consequences of increased income, develop and use a plan to manage these consequences in manner that supports the individual's preferences and attainment of recovery, financial and vocational goals; and
    f. Use recovery, wellness and symptom management plans, coping skills and strategies to manage mental health needs and challenges that may arise while engaged in vocational activities.

Individuals receiving evidence-based supported employment services (IPS-25)are eligible to enroll in TORS and may continue receiving TORS if they are competitively employed at the time of discharge from supported employment services and do not meet discharge criteria.

Admission Criteria

1. Individual must meet DBHDD Eligibility criteria; and
    a. Have a goal for competitive employment in his/her Individual Recovery Plan (IRP);
    b. Be enrolled in supported employment services; and
    c. Need psychiatric rehabilitation services to address the barriers created by their psychiatric disability that interfere with the individual's ability to develop or regain a meaningful and valued role including the ability to successfully pursue and maintain satisfying competitive employment.
2. Priority is given to individuals who meet the ADA Settlement criteria;
3. Individuals receiving this service must have a qualifying diagnosis present in the medical record prior to the initiation of services. The diagnosis must be provided by persons identified in O.C.G.A. Practice Acts as qualified to provide a diagnosis.

Continuing Stay Criteria	1. Individual demonstrates documented progress relative to identified TORS goals but goals have not yet been achieved, and: a. Is enrolled in evidence-based supported employment services; or b. Is competitively employed but no longer needs and therefore has been discharged from evidence-based supported employment services. 2. If the individual has no behavioral health providers other than a psychiatrist, the individual may receive extended TORS from his/her supported employment provider if s/he is competitively employed at the time of supported employment discharge and needs these services to maintain his/her goal of competitive employment.
Discharge Criteria	1. Individual no longer has goal to be competitively employed. 2. Individual requests discharge from TORS. 3. TORS goals in the Individualized Recovery Plan (IRP) have been substantially met; or 4. Individual is unemployed and no longer receiving supported employment services; or 5. If after 180 days of steady employment, individual has participated with natural supports and service providers in a planned transition from TORS to extended supports by the individual's behavioral health providers (e.g. Case Management; Peer Supports, etc.) and/or natural supports and has demonstrated the ability to continue successful employment without TORS.
Service Exclusions	1. No service exclusions. 2. If Supported Employment, ACT, PSR-Individual, Peer Support – Individual, CST, Non-Intensive Outpatient services, or other behavioral health and/or vocational rehabilitation services are provided simultaneously the individual's record must show evidence of integrated service coordination and effort to avoid duplication of services. Note that service integration may not be documented as a TORS billable unit.
Clinical Exclusions	Individuals with the following conditions are excluded from admission unless there is clearly documented evidence of a psychiatric condition co-occurring with one of the following diagnoses: developmental disabilities, autism, and organic mental disorders.
Staffing Requirements	1. The following practitioners will provide TOR Services in conjunction with current or recent delivery of evidence-based supported employment services: a. Practitioner Level 3: LPC, LCSW, LMFT; (May provide but must bill at Practitioner Level 4 rate) b. Practitioner Level 4: LAPC, LMSW, LAMFT, CPS, CPRP, and trained Paraprofessionals with Bachelor's degree or higher in the social sciences/helping professions; c. Practitioner Level 5 – CPS, CPRP and Paraprofessionals. 2. TORS staff who do not hold licensure or certification as specified herein must comply with training requirements for paraprofessionals as outlined in Section II of this manual. 3. TORS staff who do not have at least 1 year of delivering evidence-based supported employment services, must complete a minimum of 7.5 hours documented hours of training on evidence-based supported employment (IPS) within first 90 days. 4. The program must be under the direct programmatic supervision of a LPC, LCSW, LMFT, Physician, Psychologist or CPRP, or staff who can demonstrate activity toward attainment of certification (e.g. current enrollment in CPRP courses/training, etc.). Specific to this program, programmatic supervision consists of the day-to-day oversight of the program as it operates and is demonstrated by monthly supervision sessions and documentation by the Supervisor. This individual must have at least 3 years of documented experience working with adults with SPMI or co-occurring behavioral health conditions. 5. Practitioners delivering this service are expected to maintain knowledge/skills regarding current research trends in best/evidence-based practices in recovery and, at a minimum, must maintain at least 5 hours of continuing education in the area of mental health recovery/year.
Required Components	1. TORS providers must provide documentation that the creation of the TORS goals/objectives/interventions involved input from and collaboration with the individual. With permission from the individual, provider will document involvement and collaboration with his/her chosen supporters, including the individual's supported employment, behavioral health and vocational rehabilitation service providers and is based upon knowledge gained from the assessments and service plans of these respective providers, as well as the TORS provider's own assessment process. 2. As indicated in the IRP, TORS goals and objectives should be based upon and reflect knowledge gained from the comprehensive assessment , as well as collaboration with the individual's BH, supported employment, vocational rehabilitation and any other pertinent service providers. If an individual does not want other providers, vocational rehabilitation, etc. involved in the TORS goals/objectives/interventions in the IRP, the individual's wishes will be respected and input from others will not be included. Documentation of the individual's wishes and coordination (or no coordination) should be included in assessments and progress notes.

	3. The TORS component of the overall IRP must state what the individual, as well as the individual's BH, supported employment, vocational rehabilitation, and any other pertinent service providers will do to implement the plan and show evidence of periodic updates as objectives and goals are achieved. 4. Development of TORS goals in the IRP must include documented assessment of: a. Emotional triggers and behaviors related to behavioral health issues that may interfere with employment and ongoing engagement in meaningful and satisfying competitive employment. b. The skills, resources, and supports an individual needs to overcome these identified barriers; and c. The individual's current interests, strengths, skills, resources, and supports that can be used to facilitate his/her achievement of employment goals. 5. All interventions must increase the individual's ability to manage the symptoms, conditions and consequences associated with his/her mental illness that interfere with his/her ability to pursue and achieve his/her employment goals. 6. Face to face contacts should be based on the needs of the individual but should not exceed the maximum of 8 units per day.
Clinical/Service Operations	1. The programmatic goals of this service must be clearly articulated by the provider, based on best practices for psychiatric rehabilitation as applied to the pursuit of and long term engagement in meaningful and satisfying competitive employment. 2. The organization must have a TORS Organization Plan that clearly articulates the programmatic goals of this service and addresses: a. How the core principles and values of the Psychiatric Rehabilitation Association are utilized to support vocational goals (http://uspra.ipower.com/Board/Governing_Documents/USPRA_CORE_PRINCIPLES2009.pdf); b. The models and types of psychiatric interventions that will be utilized to support individuals in attainment of vocational goals; c. How programmatic oversight or guidance by a CPRP will be provided; d. Protocols to ensure coordination and avoid duplication of services that are provided by the supported employment specialist or other behavioral health and/or vocational rehabilitation providers; and e. When and how TORS will be provided in conjunction with evidence-based (IPS-25) supported employment services and delivered in a manner that supports and is congruent with fidelity to this model (www.dartmouthips.org). 3. Individuals should receive TORS from their current or most recent Supported Employment Provider. 4. TORS must complement and be closely coordinated with the goals, plans and activities of supported employment services and integrated into the Individual Recovery Plan (IRP).
Service Accessibility	1. Providers are expected to deliver TORS 100% of the time in the individual's work site or a community setting according to the individual's preferences about disclosure of mental illness to employers, family, and friends and the individual's preferences for preferred location of service delivery. 2. TORS must be available during daytime, evening and weekend hours to accommodate the needs of the individual served.
Documentation Requirements	1. Provider is required to complete a progress note for every TORS contact with the individual. When provided in conjunction with supported employment and/or other behavioral health or vocational rehabilitation services, coordination of services should be evident in documentation as applicable. 2. Documentation will reflect coordinated service integration as a "no charge". See #2 in Service Exclusions. 3. All applicable Medicaid, ASO and DBHDD reporting requirements must be met.
Additional Medicaid Requirements	1. TORS cannot be billed for the function of job development; training on job-specific skills or duties; or for any contact with or services provided to an employer. 2. TORS cannot be billed for service integration.

Temporary Observation Services

HIPAA Transaction Code	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate
Crisis Intervention Mental Health Services	Temporary Observation Services	S9485					
Unit Value	1 encounter	Utilization Criteria	MH Criteria TBD. Available to those requiring ASAM III.7 level of care				

Service Definition	Temporary observation is a facility-based program that provides a physically secure and medically safe environment during which an individual in crisis is further assessed, stabilized and referred to the next appropriate level of care (generally within 24 hours). Interventions delivered during temporary observation may include any appropriate outpatient service (e.g. psychiatric treatment, nursing assessment, medication administration, crisis intervention, psychosocial rehabilitation-individual, case management, etc.) as well as observation, monitoring of objective signs and symptoms of withdrawal, symptom management, discharge and follow-up planning and referral.
Admission Criteria	Adult with a psychiatric condition or issue related to substance use/ abuse that has demonstrated via clinical assessment a degree of instability or disability that needs to be monitored, evaluated, and further assessed to determine the most appropriate level of care. This may include either discharge to community based services or referral for admission to a higher level of care as needed; Individuals appropriate for temporary observation have demonstrated one or more of the following: a. Further evaluation is indicated in order to clarify previously incomplete information prior to disposition; b. Further stabilization is indicated prior to disposition; c. There is evidence of an imminent or current psychiatric emergency without clear indication for admission to inpatient or crisis stabilization treatment; d. There are indications that the symptoms are likely to respond to medication, structured environment, or brief withdrawal management resulting in stabilization so that an alternative treatment in a psychiatric inpatient facility or crisis stabilization unit may be initiated; e. Observation and continued care is necessary while awaiting transfer or referral to a higher level of care; and f. There is evidence of a substance withdrawal related crisis, or intoxication, presenting as risk of harm without clear indication for admission to psychiatric inpatient facility or crisis stabilization unit.
Discharge Criteria	The individual is considered appropriate for discharge when it has been determined that one of the following is clinically appropriate and arrangements for transfer or aftercare have been completed: 1. A higher level of care, such as a crisis stabilization unit or psychiatric inpatient facility; or 2. A lower level of care, such as outpatient care; or, less commonly, 3. Home with no recommendation for follow-up.
Service Exclusions	An individual shall not receive Temporary Observation services while receiving Crisis Stabilization Unit (CSU) services.
Clinical Exclusions	1. The individual can be safely maintained and effectively treated at a less intensive level of care. 2. The primary problem is social, economic (i.e., housing, family conflict, etc.), or one of physical health without a concurrent major psychiatric episode meeting the criteria for this level of care. 3. Presence of a condition of sufficient severity to require acute psychiatric inpatient, crisis stabilization unit, medical, or surgical care (unless being provided observation and care as described in Item (e) in Admission Criteria section above while awaiting transfer to crisis stabilization unit or inpatient psychiatric facility). 4. Admission is being used as an alternative to incarceration and is NOT accompanied by a covered DSM diagnosis of mental illness or substance use disorder. 5. Methadone Administration must occur in programs operating under 290-9-12, Narcotic Treatment Programs.
Required Components	1. Temporary Observation is operational 24 hours a day, 7 days a week, offering a brief stay (generally less than 24 hours) in a medically monitored, safe environment for individuals requiring additional assessment and care, using licensed professionals. 2. Temporary Observation services are not a stand-alone service. Temporary Observation services must be associated with: a. A crisis stabilization unit [CSU]; or b. A 24/7 Crisis Service Center. 3. Temporary Observation services may vary in numbers of observation chairs or beds. This will be specified in contracts; 4. Temporary Observation services must include service delivery under a physician's order and supervision along with nursing services and medication administration.
Staffing Requirements	Staff must include: 1. Physician, APRN or PA to provide timely assessment, orders for presenting individuals and temporary observation coverage may be shared with, a Crisis Service Center or Crisis Stabilization Unit, as long as contract requirements for coverage by specific level of professional are met.;

	2. A Registered Nurse to provide observation and treatment for individuals admitted for Temporary Observation. Note that the RN may float to the Crisis Assessment area, as necessary, but remains the responsible license for the Temporary Observation service; 3. A Licensed Practical Nurse or a second Registered Nurse to provide coverage by a licensed professional [and other duties as assigned] when the primary RN floats to the Crisis Assessment area; 4. A properly trained direct care staff member to provide continuous observation and care needs for assigned individuals, minimum of 1 tech per shift.; and 5. Functions performed by Physician Assistants, Nurse Practitioners, Clinical Nurse Specialists, Registered Nurses, and Licensed Practical Nurses must be performed within the scope of practice allowed by State law and Professional Practice Acts.
Clinical Operations	This program including all physicians are under the supervision of a board eligible Psychiatrist who provides direction and oversight of program operation. A physician or physician extender (APRN or PA) shall be on call 24-hours a day and shall make rounds seven days a week. The physician is not required to be on site 24-hours a day, however, the physician must respond to staff calls immediately, with delay not to exceed one hour. A physician extender may also be used in an on-call role but must always have access to consult with a physician or psychiatrist. 1. Physician/physician extender coverage may include use of telemedicine. 2. On Call Physician/Psychiatrist/Physician Extender response time must be within 60 minutes of initial contact by Crisis Service Center staff. 3. On Call Physicians, APRNs or PAs may provide services face-to-face or via telemedicine.
Additional Medicaid Requirements	N/A
Service Accessibility	1. Services must be available by required/qualified staff 24 hours a day, 7 days a week with on-call response coverage including psychiatric services. 2. A physician delivering Temporary Observation services may utilize telemedicine.
Reporting and Billing Requirements	TBD
Documentation Requirements	1. Documentation during the period of temporary observation shall be the following: a. Physician/physician extender order for admission to Temporary Observation; b. Verbal orders are acceptable if properly documented, as outlined in the Provider Manual (Part II, Section 3) c. Initial Assessment resulting in working diagnoses / diagnostic impression [including co-occurring diagnoses], and statement of plan for the Temporary Observation stay. d. Brief Psychiatric History e. Brief Physical Screening f. Brief Nursing Assessment g. RN progress note at least Q shift [Q 12 hours max] to include status, course of treatment, response to treatment and significant events or findings h. Discharge Order from Physician/physician extender i. Discharge summary paragraph to include: i. Care provided and outcome of care ii. Discharge diagnosis iii. Disposition / follow-up plan iv. Condition at discharge All individual services for which claims/encounters are submitted must be documented in accordance with requirements as specified in the Provider Manual.

Treatment Court Services-Addictive Diseases (TBD FY 2017)														
Transaction Code	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate

Treatment Court Services-Addictive Diseases (TBD FY 2017)														

Treatment Court Services-Mental Health (TBD FY2017)														
Transaction Code	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate

Women's Treatment and Recovery Support (WTRS): Outpatient Services														
Transaction Code	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate
Intensive Outpatient	See TOC Grid in Part I of this Manual for Services Billing detail.													
Unit Value	1 hour							Utilization Criteria	TBD					
Service Definition	WTRS Outpatient Services will provide comprehensive gender specific treatment for addictions. These services will encompass ASAM Level 1 Outpatient services and ASAM Level 2.1 Intensive Outpatient Services. ASAM Level 1 outpatient encompasses organized services that may be delivered in a wide variety of settings. Such services are provided in regularly scheduled sessions and follow a defined set of policies and procedures. ASAM Level 2.1 is an intensive outpatient set of services that maybe offered during the day, before or after work, in the evening or on weekends. Such programs provide essential support and treatment services while allowing the individual to apply his/her newly acquired skills in "real world "environments. The WTRS Outpatient Program assumes an average length of stay in outpatient treatment of 4 to 12 months or based on individual clinical need.													
Admission Criteria	Individual must: 1. Have a substance use disorder; and 2. Meet criteria for the DBHDD eligibility (Part I of this manual). 3. These contracted slots are for any woman with no other means to pay for services (Corrections, DFCS, court referred, etc.). 4. Admissions and Interim Services Policy for Pregnant Consumers: Federal regulations gives priority admissions to certain populations in the following order: Pregnant injecting drug users, other pregnant drug users, other injecting drug users, and then all other users. All addictions providers are required to adhere to the priority admission policy (including pregnant woman that are actively taking an opiate substitute). In the event a woman is unable to continue her medication regimen, the provider must make the appropriate referral and contact the state office within 48 hours.													
Continuing Stay Criteria	1. The individual's condition continues to meet the admission criteria; 2. Documentation reflects continuing progress of the individual's recovery plan within this level of care; 3. There is a reasonable expectation that the individual can achieve the goals in the necessary time frame; and 4. In the event the length of stay needs to be extended, additional documentation is required to be submitted to the DBHDD Women's Treatment Coordinator. All services are individualized and clinical discretion is to be used when evaluating levels of care. The maximum length of stay is twelve (12) months.													
Discharge Criteria	1. A discharge/transition plan is completed and linkages are in place; and one or more of the following: a. Goals of the IRP have been substantially met; or b. If a consumer is involved with DFCS or another referring agency, a discharge staffing should be completed in collaboration with both WTRS and other referring organizations before discharge. 2. To discharge an individual before clinically appropriate, a clinical staffing and a discharge summary must be completed, and the following information must be documented.													

<table>
<tr><th colspan="2">Women's Treatment and Recovery Support (WTRS): Outpatient Services</th></tr>
<tr><td></td><td>3. Transfer to a higher level of service is warranted if the individual requires services not available at this level.</td></tr>
<tr><td>Service Exclusions</td><td>Services cannot be offered with SA Intensive Outpatient Program, Psychosocial Rehabilitation, WTRS residential treatment, and AD Intensive service.</td></tr>
<tr><td>Clinical Exclusions</td><td>1. If an individual is actively suicidal or homicidal with a plan and intent.
2. Women should have no cognitive and/ or intellectual impairments which will prevent them from participating in and benefiting from the recommended level of care
3. Withdrawal Management and impairments needs must be met prior to admission to the program (alternative provider and/ or community resources should be used to serve women with acute treatment needs).
4. Women must be medically stable in order to participate in treatment.</td></tr>
<tr><td>Required Components</td><td>1. Services must be licensed by DCH/HFR under the Rules and Regulations for Drug Abuse Treatment Program, 290-4-2.
2. Individuals receiving services must have a substance use disorder present in the medical record prior to initiation of services. The diagnosis must be given by a practitioner identified in O.C.G.A. Practice Acts as qualified to provide a diagnosis.
3. Each individual should participate in setting individualized goals for themselves.
4. Services may take place individually or in groups.
5. Each consumer must be oriented into the program and receive a copy of rules and regulations and client rights. A program handbook is recommended.
6. IRP reviews must be completed every 60 days and staffing should be conducted involving all necessary participants WTRS Treatment Review Form is recommended.
7. Use of ASAM is required to determine level of care during each phase of treatment. These levels are to be assessed regularly, must be individualized, and clinical judgment must be used.
8. All WTRS work providers must provide all services included in the WTRS type of care.
9. All WTRS work providers must offer the following groups: Addiction Treatment Groups, Relapse Prevention, Trauma Groups, Criminal Addictive Thinking/Irrational Thinking, Anger Management, Co-Occurring Disorders, Life Skills, Family Dynamics and Health Relationships including HIV/AIDS. The recommended curricula for the above groups are:
a. The MATRIX with the Women Supplement;
b. Helping Women Recover;
c. A Woman's Way through the 12 Steps;
d. TREM;
e. Seeking Safety;
f. A New Direction Criminal and Addictive Thinking;
g. SAMHSA Anger Management, and
h. Matrix Family Component.
10. The chart below shows the required hours of treatment for each ASAM level. All services are individualized and clinical discretion should be used when evaluating levels of care:
<table>
<tr><th>ASAM Level of Care</th><th>Hours Per Week</th></tr>
<tr><td>Level 2.1</td><td>15 hours</td></tr>
<tr><td>Level 1</td><td>up to 8 hours</td></tr>
</table>
</td></tr>
<tr><td>Staffing Requirements</td><td>1. Program Coordinator Qualifications:
a. At least two (2) years of documented work experience in a Gender Specific and/or Addiction Treatment Program.
b. Level 4 or higher with co-occurring disorders experience defined in the DBHDD Provider Manual. This person's knowledge must go beyond basic understanding and must demonstrate actual staff capabilities in using knowledge for individuals with co-occurring disorders. Staff person must demonstrate a minimum of 5 hours per year of training in co-occurring treatment. Programs must have documentation that there is at least 1</td></tr>
</table>

<table>
<tr><th colspan="2">Women's Treatment and Recovery Support (WTRS): Outpatient Services</th></tr>
<tr><td></td><td>level 4 staff (excluding PP, ST and Addiction Counselor Trainee that is co-occurring capable).
c. A CACI working towards obtaining a CAC II within two years can work in this position. The Provider is required to keep documentation of supervision and the anticipated test date.
2. Program Manager or Lead Counselors Qualifications:
a. At least one (1) year of documented work experience in a Gender Specific and/or Addiction Treatment Program.
b. Level 4 practitioners or a CAC I with co-occurring disorders experience or higher staff as defined in the DBHDD Provider Manual.
3. Programmatic Staff Qualifications:
a. All WTRS practitioners with no documented experience should be orientated on the biological and psychosocial dimensions of substance use disorders and trained in evidence-based models and best practices. This orientation should also include "Introduction to Women and Substance Use Disorders" On-line course. This must be completed within the first 90 days of employment.
b. Level 4 practitioner with co-occurring disorders experience or higher staff as defined in the DBHDD Provider Manual.
c. Non-clinical staff and Level 5 practitioners, must be under the supervision of an onsite Level 4 practitioner (excluding ACT, ST) as defined in the DBHDD Provider Manual.
4. WTRS Provider must have at least one program director to oversee residential and outpatient.
5. Each WTRS program must have a distinct separation in staff.
6. The provider must provide assurance that all program staff will have appropriate background checks and credential verifications.</td></tr>
<tr><td>Clinical Operations</td><td>1. The program must be under clinical supervision of a Level 4 or above excluding an ACT/ST who is onsite during normal operating hours.
2. All clinical services must be provided by the appropriate practitioner based on the DBHDD practitioner's guide.
3. The program shall conduct random drug screening and use the results of these tests for marking the individual's progress toward goals and for service planning.
4. Addiction treatment/recovery services and programming must demonstrate a primary focus on Group Counseling that consists of Cognitive Behavioral groups (which rearrange patterns of thinking and action that lead to addiction.) Group training, such as psychoeducational groups (which teach about substance use disorder and skills development groups, which hone the skills necessary to break free of addictions) may also be offered in combination with group counseling but must not serve as the only group component. At least fifty percent (50%) of groups provided on a weekly based on the ASAM Level of Care must be counseling.
5. Limited individual or group activities may take place off-site in natural community setting as is appropriate to each individual's IRP. (NO Services are to take place at the individual's place of residence unless it is outreach).
6. Recovery Support meetings may not be counted towards hours for any treatment sessions if the session goes beyond the basic introduction to the Recovery Support experience.
7. Hours of operation should be accommodating for individuals who work (i.e. evening/weekend hours).
8. WTRS services may operate in the same building as other services; however there must be a distinct separation between services, living space and staff.
9. Adequate space, equipment, furnishings, supplies and other resources must be provided in order to effectively provide services and so that the program environment is clean and in good repair.
10. The Department's Evidence Based Practices and curriculums are to be utilized for the target area of treatment. Practitioners providing these services are expected to maintain knowledge and skills regarding current research trends in best evidence based practices.
11. The program must have a WTRS Services Organizational Plan Addressing the Following:
a. The philosophical model of the program and the expected outcomes for program participants (i.e., harm reduction, abstinence, beginning of or maintaining individually defined recovery, employment readiness, relapse, prevention, stabilization and treatment of those with co-occurring disorder).
b. The schedule of activities and hours of operations.
c. Staffing patterns for the program.
d. How assessments will be conducted.
e. How the program will support pregnant women that require medication assisted treatment.</td></tr>
</table>

Clinical Operations, continued	f. How staff will be trained in the administration of addiction services and treatment of co-occurring disorders according to the Georgia Best Practices. g. How services for individuals with co-occurring disorders will be flexible and will include services and activities addressing both mental health and addictions. h. How individuals with co-occurring disorders or other special needs who cannot be served in the regular program activities will be provided and/or referred for time-limited special integrated services that are co-occurring enhanced as described in the Georgia Suggested Best Practices. i. How services will be coordinated with addiction services including assuring or arranging for appropriate referrals and transitions (Including transportation). 12. Staff training and development is required to be addressed by the provider as evidenced by the following: a. All WTRS treatment prn staff are required to participate in staff development and ongoing training as required by the community standards, HFR regulations, and national accrediting bodies. b. As a part of this already mandated staff development and training, WTRS staff should have at least thirty (30) hours of addiction specific training annually, in accordance with HFR regulations. c. Licensed and certified staff is required to have at least six (6) hours out of the thirty (30) hours in the area of gender-specific women's addiction modalities and treatment skills. d. All employees including house parents should complete the SAMHSA's Introduction to Women and Substance Use Disorders On-Line Course within 90 days of employment. To enroll in the Introduction to Women and Substance Use Disorders On-line course go to: http://healtheknowledge.org/ addition modalities and treatment skills. e. All non-licensed and or non-certified staff that provide services must complete at least 6 hours of gender specific training, annually. f. All employees including house parents should complete the SAMHSA's Introduction to Women and Substance Use Disorders On-Line Course within 90 days of employment. To enroll in the Introduction to Women and Substance Use Disorders on-line course go to: http://healtheknowledge.org/. g. Training can be provided via e-learning or face to face. h. Each treatment provider is required to train new program staff on the following: i. Understanding the WTRS program requirements; ii. Understanding Healthcare Facility Regulations (HFR); iii. Understanding ASO expectations and requirements; iv. Understanding ASAM levels of care; and v. Understanding current DFCS policies related to the WTRS program.
Documentation Requirements	1. Providers must document services in accordance with the specifications for documentation requirements specified in Part II, Section III of the Provider Manual. 2. Each consumer requires a system registration and then must be authorized under WTRS Outpatient type of care. 3. Every admission and assessment must be documented. 4. Progress/Group notes must be written daily and signed by the staff that performed the service. 5. Daily attendance of each individual participating in the program must be documented by evidence of a group sign-in roster. 6. Clinicians are to sign and date each note with only the correct approved DBHDD credentials based on the practitioners table. The individual that provides the service must complete the note. 7. Results of Drug Screen must be documented. 8. All WTRS providers are required to provide a complete biopsychosocial assessment. 9. The Level of Care will be determined according to the American Society of Addiction Medicine (ASAM) for assessing the severity and intensity of services and the content of the ANSA. The ASAM justification form must be included in consumer's chart. 10. Provider must complete the WTRS vocational assessment within 30 days of admissions. Assessment must be placed in consumer's medical record.

Women's Treatment and Recovery Support (WTRS): Residential Treatment							
Transaction Code	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate
Supported Housing	Residential	H0043					
Unit Value	1 day		Utilization Criteria				TBD
Service Definition	Women's Treatment and Recovery Support Residential Program will provide comprehensive gender specific treatment for addictions. These services will encompass ASAM level 3.1 Clinically Managed Low -Intensity Residential Services and 3.5 Clinically Managed High-Intensity Residential Services level of care and Therapeutic ChildCare. ASAM Level 3.1 programs offer at least 10 hours per week of low-intensity treatment focusing on improving the individual's readiness to change. Services may include individual, group, and family therapy; medication management and medication education, mental health evaluation and treatment; vocational rehabilitation and job placement ; and either introductory or remedial life skills workshops. Level 3.1 is a structured recovery residence environment staffed 24 hours a day, which provides sufficient stability to prevent or minimize relapse or continued use. Interpersonal and group living skills generally are promoted through use of community or house meetings of residents and staff. Level 3.5 programs are designed to serve individuals who, because of specific functional limitations, need safe and stable living environments in order to develop and/ or demonstrate sufficent recovery skills so that they do not immediately relapse or continue to use in an imminently dangerous manner upon transfer to a less intensive level of care . This level of care assist individuals who addiction is currently so out of control that they need a 24 hour supportive treatment environment to initate or continue a recovery process that has failed to progress. 3.5 programs provides no less than 25 hours of treatment per week. An on-site safe and adequate living environment is provided for dependent children ages 13 and younger. The provider, may but is not required, to provide an onsite and safe living environment for children 14-17. Therapeutic Child Care provided to ensure the children of the women receive the necessary therapeutic preventions and interventions skills. The provider will comprehensively address wraparound services available on-site or off site, for dependent children 13years of age and younger. WTRS residential services are on-site or provided within walking distance of provider's residential facility.						
Admission Criteria	1. Individuals must have a substance use disorder, meet the DBHDD eligibility (Part I of this manual), and meets criteria for one of the following: A. *TANF and or CPS Criteria:* a. Current TANF Recipients- Individuals with active TANF cash assistance cases. b. Former TANF recipients- Individuals whose TANF assistance was terminated within the previous twelve months due to employment. c. Families at Risk- Individuals with active DFCS child protective cases or referred by Family Support Services. *To use a TANF funded slot a referral must come from DFCS*. Referral form along with other required documents must be in individual's chart. OR B. *Non-TANF Criteria:* Individuals determined to be Non-TANF and does not meet the above criteria, but do meet the DBHDD eligibility definition may be served in a WTRS program. An individual is determined Non-TANF by the following: a. A woman pregnant for the first time. b. A woman has lost parental custody of her children (i.e. is not working on reunification). c. A woman who is not associated with DFCS (TANF or CPS, meets DBHDD eligibility definition and would benefit from gender specific treatment). d. A woman with no dependent children. OR C. SSBG and/or State funded slots a. A women with dependent children who meet the DBHDD Eligibility definition. 2. Each time an individual is discharged they must meet the admission criteria and follow admission procedure if re-admittance is needed. 3. Federal regulations give priority admissions to certain populations in the following order: Pregnant injecting drug users, other pregnant drug users, other injecting drug users, and all other users. All addictions providers are required to adhere to the priority admission policy (including pregnant women that are actively taking opiate substitute). In the event a woman is unable to continue her medication regimen the provider must make appropriate referrals and contact the state office within 48 hours.						

Women's Treatment and Recovery Support (WTRS): Residential Treatment	
Continuing Stay Criteria	1. The individual's condition continues to meet the admission criteria. 2. Documentation reflects continuing progress of the individual's recovery plan within this level of care. 3. There is a reasonable expectation that the individual can achieve the goals in the necessary time frame. 4. In the event the length of stay needs to be extended, additional documentation is required to be submitted to the DBHDD Women's Treatment Coordinator. All services are individualized and clinical discretion is to be used when evaluating levels of care. The maximum length of stay is six (6) months.
Discharge Criteria	1. Goals of the IRP have been substantially met; and 2. Discharge/ transition plan is completed and linkages are in place; OR 3. Transfer to a higher level of service is warranted if the individual requires services not available at this level. To discharge an individual before clinically appropriate, a clinical staffing and a discharge summary must be completed with documentation of the clinical justification for the higher level of care. 4. If an individual is involved with DFCS, a discharge staffing should be completed in collaboration with WTRS providers and other referring organization(s) before discharge.
Service Exclusions	Services cannot be offered with SA Intensive Outpatient Program, WTRS Outpatient Treatment Service, Psychosocial Rehabilitation, or other residential treatment service.
Clinical Exclusions	1. If an individual is actively suicidal or homicidal with a plan and intent. 2. Women should have no cognitive and/ or intellectual impairments which will prevent them from participating in and benefiting from the recommended level of care. 3. Withdrawal Management and impairments needs must be met prior to admission to the program (alternative provider and/ or community resources should be used to serve women with acute treatment needs). 4. Women must be medically stable in order to reside in group living conditions and participate in treatment.
Required Components	1. Services must be licensed by DCH/HFR under the Rules and Regulations for Drug Abuse Treatment Program, 290-4-2. 2. Each individual should participate in setting individualized goals for themselves. 3. Services may take place individually or in groups. 4. Each individual must be oriented into the program and receive a copy of rules and regulations and client rights. A program handbook is recommended. 5. IRP reviews must be completed every 30 days and staffing should be conducted involving all necessary participants including Therapeutic Childcare Staff. The WTRS Treatment Review Form is recommended. 6. Use of ASAM is required to determine level of care during each phase of treatment. These levels are to be assessed regularly and must be individualized, clinical judgment must be used. 7. All WTRS providers must be providing all services included in the WTRS type of care. 8. All WTRS providers must offer the following groups: Addiction Treatment Groups, Relapse Prevention, Trauma Groups, Criminal Addictive Thinking / Irrational Thinking, Anger Management, Co-Occurring Disorders, Life Skills, Family Dynamics and Health Relationships including HIV/AIDS Education. 9. The recommended curriculums for the above groups are: • The MATRIX with the women supplement; • Helping Women Recover; • A Woman's Way Through the 12 Steps; • Beyond Trauma; • TREM; • Seeking Safety; • A New Direction Criminal and Addictive Thinking; • SAMHSA Anger Management; and • Matrix Family Component. 10. Providers are required to maintain a waiting list. All individuals placed on waiting list should be contacted at least twice a month. If the provider has a priority admission on the waiting list. Interim services must be offered and documentation is required monthly to the state office.

11. When a pregnant woman is seeking services the agency is required to give her preference in admission or on the waiting list. If the provider has insufficient capacity to provide services to any such pregnant woman the provider is required to refer the pregnant woman to the DBHDD Women's Treatment Coordinator.
12. The provider is required to make interim services available within 48 hours if pregnant woman cannot be admitted because of lack of capacity
13. The program is required to offered interim services at a minimum the following:
    a. Counseling and education about HIV and TB, the risks of needle-sharing, the risks of transmission to sexual partners and infants, and steps that can be taken to ensure that HIV and TB transmission does not occur;
    b. Referral for HIV and TB treatment services, if necessary; and
    c. Counseling pregnant women on the effects of alcohol and other drugs use on the fetus and referrals for prenatal care for pregnant women.
14. The chart below shows the required ASAM content hours:

ASAM Level of Care	Hours Per Week
Level 3.5	25 hours
Level 3.1	10 hours

Staffing Requirements

1. Program Coordinator Qualifications:
    a. At least two (2) years of documented work experience in a Gender Specific and/or Addiction Treatment Program.
    b. Level 4 or higher with co-occurring disorders experience defined in the DBHDD Provider Manual. This person's knowledge must go beyond basic understanding and must demonstrate actual staff capabilities in using knowledge for individuals with co-occurring disorders. Staff person must demonstrate a minimum of 5 hours per year of training in co-occurring treatment. Programs must have documentation that there is at least 1 level 4 staff (excluding PP, ST and Addiction Counselor Trainee that is co-occurring capable).
    c. A CACI working towards obtaining a CAC II within two years can work in this position. The Provider is required to keep documentation of supervision and anticipated the test date.
2. Program Manager or Lead Counselor qualifications:
    a. At least one (1) year of documented work experience in a Gender Specific and /or Addiction Treatment Program.
    b. Level 4 practitioners or a CAC I with co-occurring disorders experience or higher staff as defined in the DBHDD Provider Manual.
3. Programmatic Staff Qualifications:
    a. All WTRS practitioners with no documented experience should be orientated on the biological and psychosocial dimensions of substance use disorders and trained in evidence-based models and best practices. This orientation should also include "Introduction to Women and Substance Use Disorders" On-line course. This must be completed within the first 90 days of employment.
    b. Level 4 practitioner with co-occurring disorders experience or higher staff as defined in the DBHDD Provider Manual.
    c. Non-clinical staff and Level 5 practitioners must be under the supervision of an onsite Level 4 practitioner (excluding ACT, ST) as defined in the DBHDD Provider Manual.
4. The WTRS Provider must have at least one program director to oversee residential and outpatient.
5. Each WTRS program must have distinct separation in staff.
6. The provider must provide assurance that all program staff will have appropriate background checks and credential verifications.

Clinical Operations

1. The program must be under clinical supervision of a practitioner Level 4 or above (excluding an ACT/ST) who is onsite during normal operating hours.
2. All clinical services must be provided by the appropriate practitioner based on the DBHDD practitioner's guide.
3. The program shall conduct random drug screening and use the results of these tests for marking the individual's progress toward goals and for service planning.
4. Addiction treatment services and programming must demonstrate a primary focus on Group Counseling that consists of Cognitive Behavioral groups (which rearrange patterns of thinking and action that lead to addiction), Group tra ining, such as psychoeducational groups which teach about substance use disorders and skills development groups (which hone the skills necessary to break free of addictions) may also be offered in combination with group counseling but

must not serve as the only group component. At least fifty percent (50%) of groups provided on a weekly basis on the ASAM Level of Care must be group counseling.

5. Limited individual or group activities may take place off-site in natural community setting as is appropriate to each individual's IRP. (NO Services are to take place at the individual's place of residence unless it is outreach).
6. Recovery support meetings (such as AA, NA, etc.) may not be counted towards hours for any treatment sessions.
7. WTRS services may operate in the same building as other services; however there must be a distinct separation between services, staff, and living space.
8. Adequate space, equipment, furnishings, supplies and other resources must be provided in order to effectively provide services and so that the program environment is clean and in good repair.
9. The Department's Evidence Based Practices and curriculums are to be utilized for the target areas of treatment. Practitioners providing these services are expected to maintain knowledge and skills regarding current research trends in best evidence based practices.
10. The program must have a WTRS Services Organizational Plan Addressing the Following:
    a. The philosophical model of the program and the expected outcomes for program participants (i.e., harm reduction, abstinence, beginning of or maintaining individually defined recovery, employment readiness, relapse, prevention, stabilization and treatment of those with co-occurring disorder).
    b. The schedule of activities and hours of operations.
    c. Staffing patterns for the program.
    d. How assessments will be conducted.
    e. How the program will support pregnant women that require medication assisted treatment.
    f. How staff will be trained in the administration of addiction services and treatment of co-occurring disorders according to the Georgia Best Practices.
    g. How services for individuals with co-occurring disorders will be flexible and will include services and activities addressing both mental health and addictions.
    h. How individuals with co-occurring disorders or other special needs who cannot be served in the regular program activities will be provided and/or referred for time-limited special integrated services that are co-occurring enhanced as described in the Georgia Suggested Best Practices.
    i. How services will be coordinated with addiction services including assuring or arranging for appropriate referrals and transitions (Including transportation).
11. Staff training and development is required to be addressed by the provider as evidenced by the following:
    a. All WTRS treatment providers are required to participate in staff development and ongoing training as required by the community standards, HFR regulations, and national accrediting bodies.
    b. As a part of this already mandated staff development and training, WTRS staff should have at least thirty (30) hours of addiction specific training annually, in accordance with HFR regulations.
    c. Licensed and certified staff is required to have at least six (6) hours out of the thirty (30) hours in the area of gender-specific women's addiction modalities and treatment skills.
    d. All non-licensed and or non-certified staff that provide educational or treatment services must complete at least 6 hours of gender specific training annually.
    e. All employees including house parents should complete the SAMHSA's Introduction to Women and Substance Use Disorders On-Line Course within 90 days of employment. To enroll in the Introduction to Women and Substance Use Disorders On-line course go to: https://www.healtheknowledge.org.
    f. It is recommended that house parents and other support staff have at least 3-6 hours of non-clinical gender specific training annually but provider's discretion can be used.
    g. All training certificates shall be placed in the staff member's file for review.
    h. Training can be provided via e-learning or face to face.

Women's Treatment and Recovery Support (WTRS): Residential Treatment	
	i. Each provider is required to train new program staff and includes the following: i. Understanding the WTRS program requirements; ii. Understanding Healthcare Facility Regulations (HFR); iii. Understanding of the prior authorization process; and iv. Understanding ASAM levels of care.
Documentation Requirements	1. Providers must document services in accordance with the specifications for documentation requirements specified in Part II, Section III of the Provider Manual. 2. Individuals must be authorized under the WTRS Residential or WTRS Outpatient types of care. 3. Every admission and assessment must be documented. 4. Progress/Group notes must be written daily and signed by the staff that performed the service. 5. Daily attendance of each individual participating in the program must be documented by evidence of a group sign in roster. 6. Clinicians are to sign and date each note with only the correct approved DBHDD credentials based on the practitioners table included within this manual. The individual that provides the service must complete the note. 7. Results of Drug Screens must be documented. 8. All WTRS providers are required to complete a biopsychosocial assessment. 9. The Level of Care will be determined according to the American Society of Addiction Medicine (ASAM) 3rd edition for assessing severity and intensity of services and the ANSA. The ASAM justification form must be included in the individual's medical record. 10. The provider must complete the WTRS vocational assessment within 30 days of admissions. Assessment must be placed in the individual's medical record. 11. TANF and CPS individuals must be referred by DFCS. 12. The following information must be maintained in the individual's chart, including all appropriate signatures: a. Substance Use Disorder Assessment Result Form: Substance Use Disorder Assessment Results form must be completed and submitted back to DFCS within 2 weeks from the completion of the assessment (Email or Fax documenting submission to DFCS). b. WTRS Referral Form completed by DFCS: i. Release of Information Form completed by DFCS. ii. Email or Fax documenting transmission from DFCS. c. Monthly WTRS Compliance Form (Email or Fax documenting submission to DFCS from DFCS). 13. All WTRS providers must submit the WTRS Compliance Form to DFCS within 72 hours for the following: a. If individual fails to show for appointments for three consecutive days; b. All other major non-compliant issues; and c. Email or Fax documenting submission to DFCS.
Billing & Reporting Requirements	Span billing may occur for this service, meaning the start and end date are not the same on a given service claim line; however, spans cannot cross months (e.g. start date and end date must be within the same month).

Women's Treatment and Recovery Services: Transitional Housing													
Transaction Code	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate	Code Detail	Code	Mod 1	Mod 2	Mod 3	Mod 4	Rate
Service Definition	Ready For Work Transitional Housing provide a safe, stable, drug free residence and utilities (power and water) for no more than 6 months to any woman or woman with a child that has successfully completed all recommended treatment/recovery services. The environment should be gender specific and can include dependent children between birth and 18 years old. Transitional Housing is to be a step down in service from Ready For Work residential or outpatient programs; thus a successful completion of Ready for Work residential, outpatient, or least an ASAM level 2 program is necessary.												

Women's Treatment and Recovery Services: Transitional Housing	
Admission Criteria	1. A woman or woman with a child(ren) that has successfully completed all recommended levels of treatment unless approval from Women's Program Coordinator. 2. A woman that has provided evidence of needing a place of residence. 3. A woman that has provided evidence being able to live in a community environment without the assistance of direct care staff.
Continuing Stay Criteria	1. The individual's condition continues to meet the admission criteria. 2. Documentation reflects continuing progress of the individual's IRP. 3. There is a reasonable expectation that the individual can achieve the goals in the necessary time frame. 4. In the event the length of stay needs to be extended additional documentation is required to be submitted to the state DBHDD Women's Treatment Coordinator. All services are individualized and clinical discretion is to be used. 5. The maximum length of stay is six (6) months.
Discharge Criteria	1. A discharge / transition plan completed and linkages are in place; and one or more of the following: a. Goals of the IRP have been substantially met; or If an individual is involved with DFCS, a discharge staffing should be completed in collaboration with WTRS providers and other referring organizations before discharge. b. To discharge an individual before clinically appropriate, a clinical staffing must be completed and provide the following information: i. Documented reason for early discharge; and ii. An aftercare plan. 2. Transfer to a higher level of service is warranted if the individual requires a higher level of supervision.
Service Exclusions	Services cannot be offered with Psychosocial Rehabilitation, WTRS residential or other residential treatment service.
Clinical Exclusions	1. If an individual is actively suicidal or homicidal with a plan and intent. 2. Women should have no cognitive and/or intellectual impairments which will prevent them from participating in and benefiting from the recommended level of care. 3. Withdrawal Management and impairments needs must be met prior to admission to the program (alternative provider and/ or community resources should be used to serve women with acute treatment needs). 4. Women must be medically stable in order to reside in an independent living condition and participate in treatment.
Required Components	1. Provider will conduct a residence check twice a month to ensure cleanliness and safety. 2. The housing must be in the community away from the primary residential treatment facilities. 3. If children are residing with their mother, provider must child proof the home. 4. The home must provide a bathroom for every four residents. 5. The home must provide a living room and dining area, a kitchen and a bedroom for all residents. 6. This is a step down program. Women living in transitional housing must be independent with support. 7. Transportation must be provided for the individuals to attend treatment/support services, this may include public transportation fare, staffing transporting individuals using agency vehicles and/or providing gas for individual's automobile. 8. Provider should continue to work with the individual's referral source to ensure consistency of care.
Staffing Requirements	No staffing requirements for this level of care. Follow outpatient staffing requirements when providing aftercare treatment and support services.

Women's Treatment and Recovery Services: Transitional Housing	
Clinical Operations	1. Transitional Housing Services must provide a schedule for aftercare programming and to ensure stability and consistency for individuals. 2. Individual should be in Level 1 outpatient/aftercare. If she doesn't meet the criteria or the agency does not have a WTRS outpatient program the individual should have an SA Outpatient. 3. Transitional Housing Services may be in the same apartment complex (that is not owned by the provider) as residential services; however the living quarters must be distinctly different. Preferably (not required) apartments are away from residential services to assist with acclimation back into the community. 4. Food and shopping must be completed by individuals; providers should not charge or collect money/EBT cards. 5. Medications and medical needs should be the responsibility of the individual. The providers should not hold or dispense medications to individuals in transitional housing. 6. Transitional Housing must have an organizational plan addressing the following: a. Schedule of Activities and Hours; b. Policies and Procedures; c. House Rules for Consumers; and d. Emergency Procedures. 7. Each individual should participate in setting individual goals for themselves and in assessing their own skills and resources related to sobriety. 8. Aftercare services must be provided to all participants in transitional housing unless otherwise approved by the Division. 9. The women living in Transitional Housing should have access to outpatient services. (Please see WTRS Outpatient Admission) 10. Aftercare is defined as the following: a. Provide Gender Specific continuing care groups at least once a week for 1 ½ hours. b. Provide at least one individual session per month to the individual. c. The individual must attend groups at least 3 times per month to be counted. d. Connection to support services would include; job, home or school visits, aftercare group, which includes: parenting, mental health/developmental disabilities, support group meetings including NA and/ or AA. e. Minimum of 2 drug screens per month. f. Relapse prevention strategies including: Relapse Prevention, Parenting, Trauma Groups, Anger Management Healthy Relationships including HIV/AIDS education, Criminal Addictive Thinking, Co-Occurring Disorder and, Family Counseling as needed.
Documentation Requirements	1. Providers must document services in accordance with the specifications for documentation requirements specified in Part II, Section III of the Provider Manual. 2. Every admission of transitional housing must documented. 3. Progress/Group notes must be written each time group meets and signed by the practitioner that performed the service. 4. Group attendance of each individual participating in the program must be documented by evidence of a group sign in roster. 5. Clinicians are to sign and date each note with only the correct approved DBHDD credentials based on the practitioners table. The practitioner that provides the service must complete the note. 6. Bi-weekly unit inspection must be documented for transitional housing. 7. Results of Drug Screen must be documented. 8. If individual is a CPS or TANF referral from DFCS, a Monthly WTRS Compliance Form is required (Email or Fax documenting submission to DFCS from DFCS). 9. If individual is a CPS or TANF referral from DFCS, the WTRS providers must submit the WTRS Compliance Form to DFCS within 72 hours (Email or Fax documenting submission to DFCS) for the following scenarios: a. If individual fails to show for treatment appointments for three consecutive days; and b. All other major non-compliance issues.
Billing & Reporting Requirements	Span billing may occur for this service, meaning the start and end date are not the same on a given service claim line; however, spans cannot cross months (e.g. start date and end date must be within the same month).

SECTION IV

PRACTITIONER DETAIL

Please see the next 2 pages for Practitioner Detail

Specific Service Guidelines include some detail about how practitioners are used in services; however, additional practitioner requirements are listed in Table A and Table B in this section.

TABLE A: Service X Practitioner Table

Service	Physician	Psychiatrist	Psychologist	PA	APRN-CNS	APRN-NP	APRN-CNS-PMH	Pharmacist	LCSW	LPC	LMFT	RN	LMSW	LAPC/APC	LAMFT/AMFT	Psychologist/LCSW/LPC/LMFT's Supervisee/Trainee [1]	LPN	Licensed Dietician	MAC	CAC-II	CADC	CCADC	GCADC-II/III	CAC-I [2] (with Bachelor's Degree)	CAC-I (without Bachelor's Degree)	Addiction Counselor Trainees (with Bachelor's Degree)	Addiction Counselor Trainees (without Bachelor's Degree) [2]	Registered A&D Technician (I)	Registered A&D Technician (II)	Registered A&D Technician (III)	Certified Peer Specialist (with Bachelor's Degree)	Certified Peer Specialist (without Bachelor's Degree)	Health-Trained Certified Peer Specialist (with Bachelor's Degree)	Health-Trained Certified Peer Specialist (without Bachelor's Degree)	Certified Peer Specialist-Addictive Disease (with Bachelor's Degree)	Certified Peer Specialist-Addictive Disease (without Bachelor's Degree)	Certified Peer Specialist-Parent (with Bachelor's Degree)	Certified Peer Specialist-Parent (without Bachelor's Degree)	Certified Peer Specialist-Youth (with Bachelor's Degree)	Certified Peer Specialist-Youth (without Bachelor's Degree)	Paraprofessional (with Bachelor's Degree)	Paraprofessional (without Bachelor's Degree)	Certified Psychiatric Rehabilitation Professional (with Bachelor's degree)	Certified Psychiatric Rehabilitation Professional (w/o Bachelor's Degree)	Qualified Medication Assistant [9]
AD Peer Support																																	U4[2.15]	U5[15]											
Behavioral Health Assm't			U2	U2	U2	U2	U2		U3	U3	U3	U3	U4	U4	U4	U4			U4	U4	U4	U4	U4	U4[3]	U5[3]	U4[3]	U5[3]		U5[3]	U5[3]																			
Case Management	U4	U4	U4	U4	U4	U4	U4		U4	U4	U4	U4	U4	U4	U4	U4			U4	U4	U4	U4	U4	U4[3]	U5[5]	U4[3]	U5[5]	U5[5]	U5[5]	U5[5]	U5[5]	U5[5]							U4[5]	U5[8]	U5[5]	U5[8]	
Community Support	U4	U4	U4	U4	U4	U4	U4		U4	U4	U4	U4	U4	U4	U4	U4	U5[13]		U4	U4	U4	U4	U4	U4[3]	U5[5]	U4[3]	U5[5]	U5[5]	U5[5]	U5[5]					U4[2.15]	U5[15]	U4[2.15]	U5[15]	U4[5]	U5[8]	U5[5]	U5[8]	
ADSS	U4	U4	U4	U4	U4	U4	U4		U4	U4	U4	U4	U4	U4	U4	U4	U5[13]		U4	U4	U4	U4	U4	U4[3]	U5[5]	U4[3]	U5[5]	U5[5]	U5[5]	U5[5]	U5[5]	U5[5]			U4[2.15]	U5[15]				U4[5]	U5[8]	U5[5]	U5[8]	
Community Support Team					U3	U3	U3		U3	U3	U3	U3	U4	U4	U4	U4			U4	U4	U4	U4	U4	U4[3]	U5[5]	U4[3]	U5[5]	U5[5]	U5[5]	U5[5]	U4[5]	U5[5]			U4[2.15]	U5[15]				U4[5]	U5[8]	U4[5]	U5[8]	
Community Transition Planning	X	X	X	X	X	X		X	X	X	X	X	X	X	X	X		X	X	X	X	X	X	X[5]	X[7]	X[5]	X[5]	X[5]	X[5]	X[5,7]	X[5,8]					X[2.15]	X[15]	X[2.15]	X[15]	X[5,7]	X[5,8]	X[5,7]	X[5,8]	
Crisis Intervention	U1	U1	U2	U2	U2	U2	U2		U3	U3	U3	U3	U4	U4	U4	U4[16]			U4	U4	U4	U4	U4	U4[3]	U5[5]	U4[3]	U5[5]	U5[5]	U5[5]	U5[5]										U4[5]	U5[8]	U5[5]	U5[8]	
Diagnostic Assessment	U1	U1	U2	U2	U2	U2	U2		U3																																				
Family Counseling	U2	U2	U2				U2		U3	U3	U3	U3	U4	U4	U4	U4			U4	U4	U4	U4	U4	U4[3]	U5[3]	U4[3]	U5[3]	U5[3]	U5[3]	U5[3]																	
Family Training	U4	U4	U4	U4	U4	U4	U4		U4	U4	U4	U4	U4	U4	U4	U4			U4	U4	U4	U4	U4	U4	U5[8]	U4	U5[8]	U5[8]	U5[8]	U5[8]	U5	U5[8]			U4[2.15]	U5[15]	U4[2.15]	U5[15]	U4[2.15]	U5[15]	U4[2]	U5[8]	U4[2]	U5[8]	
Group Counseling	U2	U2	U2				U2		U3	U3	U3	U3	U4	U4	U4	U4			U4	U4	U4	U4	U4	U4[3]	U5[3]	U4[3]	U5[3]	U5[3]	U5[3]	U5[3]																	
Group Training	U4	U4	U4	U4	U4	U4	U4		U4	U4	U4	U4	U4	U4	U4	U4			U4	U4	U4	U4	U4	U4	U5[8]	U4	U5[8]	U5[8]	U5[8]	U5[8]	U5	U5[8]			U4[2.15]	U5[15]	U4[2.15]	U5[15]	U4[2.15]	U5[15]	U4[2]	U5[8]	U4[2]	U5[8]	
Individual Counseling	U2	U2	U2				U2		U3	U3	U3	U3	U4	U4	U4	U4			U4	U4	U4	U4	U4	U4[3]	U5[3]	U4[3]	U5[3]	U5[3]	U5[3]	U5[3]																	
Intensive Case Management	U4	U4	U4	U4	U4	U4	U4		U4	U4	U4	U4	U4	U4	U4	U4			U4	U4	U4	U4	U4	U4[3]	U5[5]	U4[3]	U5[5]	U5[5]	U5[5]	U5[5]	U5[5]	U5[5]								U4[5]	U5[8]	U5[5]	U5[8]	
Medication Administration																																													
comprehensive Medication services				U2	U2	U2	U2	U2				U3					U4																													U5[9]
therapeutic, propylactic, or diagnostic injection				U2	U2	U2	U2	U2				U3					U4																												
Nursing Assm't & Care																																												
nursing assm't/evaluation					U2	U2	U2					U3					U4																												
RN Services					U2	U2	U2					U3																																
LPN Services																	U4																												
Health/Behavior Assm't					U2	U2	U2					U3					U4	U3																											
Psychiatric Treatment																																												
individual psychotherapy face to face with medical evaluation and management services	U1	U1					U2																																					
pharmacological management	U1	U1		U2	U2	U2	U2																																					
Psychological Testing			U2						U3[10]	U3[10]	U3[10]				U4[10,11]																													
Service Plan Development			U2	U2	U2	U2	U2		U3	U3	U3	U3	U4	U4	U4	U4			U4	U4	U4	U4	U4	U4[3]	U5[3]	U4[3]	U5[3]	U5[3]	U5[3]	U5[3]																	
Intensive Family Intervention			U3				U3		U3	U3	U3	U3	U4	U4	U4	U4	U5[13]		U4	U4	U4	U4	U4	U4	U5[8]	U4	U5[8]	U5[8]	U5[8]	U5[8]							U4[2.15]	U5[15]	U4[2.15]	U5[15]	U4[2]	U5[8]	U4[2]	U5[8]	
Structured Residential Services	x	x	x	x	x	x	x		x	x	x	x	x	x	x	x	x		x	x	x	x	x	x	x	x	x	x	x	x										x	x	x	x	
Ambulatory Detoxification	U2	U2		U2	U2	U2	U2					U3					U4																												
Assertive Community Treatment	U1	U1	U2	U2	U2	U2	U2		U3	U3	U3	U3	U4	U4	U4	U4	U5[13]		U4	U4	U4	U4	U4	U4	U5[8]	U4	U5[8]	U5[8]	U5[8]	U5[8]	U4	U5[8]			U4[2.15]	U5[15]				U4[2]	U5[8]	U4[2]	U5[8]	
Peer Support													U4	U4	U4	U4															U4[2.12]	U5[12]								U4[2]	U5[12]			
Peer Support Whole Health					U3	U3	U3					U3																					U4[2.12]	U5[12]											
Peer Support-Parent																																			U4[2.15]	U5[15]									
Psychosocial Rehab-Group	U4	U4	U4	U4	U4	U4	U4		U4	U4	U4	U4	U4	U4	U4	U4	U5[13]		U4	U4	U4	U4	U4	U4	U5[8]	U4[2]	U5[8]	U5[8]	U5[8]	U5[8]	U4[2]	U5[8]								U4[2]	U5[8]	U4[2]	U5[8]	
Psychosocial Rehab-Individual	U4	U4	U4	U4	U4	U4	U4		U4	U4	U4	U4	U4	U4	U4	U4	U5[13]		U4	U4	U4	U4	U4	U4[3]	U5[5]	U4[3]	U5[5]	U5[5]	U5[5]	U5[5]	U5[5]	U5[5]								U4[5]	U5[8]	U5[5]	U5[8]	
Supported Employment									U3	U3	U3		U4	U4	U4																U4[2]	U5								U4[2]	U5	U4[2]	U5	

Practitioners Table Superscript Explanation

1 with at least a Bachelor's degree in one of the helping professions such as social work, community counseling, counseling, psychology, or criminology, functioning within the scope of the practice acts of the state

2 with at least a Bachelor's degree in one of the helping professions such as social work, community counseling, counseling, psychology, or criminology

3 addictions counselors may only perform these functions related to treatment of addictive diseases

4 with high school diploma/equivalent

5 under the documented supervision (organizational charts, supervisory notation, etc.) of one of the licensed/credentialed professionals who may provide this service

6 modifiers indicate services for which it is required to submit and document "U" levels; an "x" denotes services for which a "U" modifier is not required to submit an encounter

7 with a Master's/Bachelor's degree in behavioral or social science that is primarily psychological in nature under the supervision of a licensed practitioner

8 with high school diploma/equivalent under supervision of one of the licensed/credentialed professionals who may provide this service

9 working only within a Community Living Arrangement

10 in conjunction with a psychologist

11 excludes LCSW, LPC, LMFT Supervisee/Trainee

12 under supervision of a Physician, Psychologist, LCSW, LPC, LMFT, RN, APRN, PA, LMSW, APC, or LAMFT

13 LPNs who are "paraprofessionals" having completed the STR

14 Please see the Community Requirements for full titles of practitioners.

15 under supervision of a Physician, Psychologist, LCSW, LPC, LMFT, RN, APRN, PA, CAC II, GCADC II/III, or MAC

16 Supervisee/Trainers are not able to bill Crisis Psychotherapy codes 90839

TABLE B: Physicians, Physician's Assistants and APRNs* may order any service. Please use the chart below to determine other appropriately licensed practitioner(s) authorized to recommend/order specific services.

Ordering Practitioner Guidelines		Licensed Psychologist	LPC, LMFT, LCSW
Non-Intensive Outpatient Services	Addictive Disease Support Services	X	X
	Behavioral Health Assessment & Service Plan Development	X	X
	Case Management (adults only)	X	X
	Community Support – Individual (youth only)	X	X
	Community Transition Planning	X	X
	Crisis Intervention	X	X
	Diagnostic Assessment	X	LCSW Only[1]
	Family Outpatient Services (Counseling & Training)	X	X
	Group Outpatient Services (Counseling & Training)	X	X
	Individual Counseling	X	X
	Medication Administration		
	Nursing A/H Services		
	Peer Support-Individual*	X	X
	Peer Support Whole Health & Wellness*	X	X
	Psychiatric Treatment		
	Psychological Testing	X	X
	Psychosocial Rehabilitation-Individual (adults only)	X	X
C&A Specialty	Community Inpatient / Detoxification		
	Crisis Stabilization Program		
	Intensive Family Intervention	X	X
	Parent Peer Support	X	X
	Structured Residential Supports	X	X
	SA Intensive Outpatient: C&A		
Adult Specialty	Ambulatory Detoxification		
	Assertive Community Treatment		
	Intensive Case Management	X	X
	Community Inpatient / Detoxification		
	Community Support Team	X	X
	Crisis Stabilization Unit Services		
	Housing Supplements	X	X
	Intensive Case Management	X	X
	Opioid Maintenance Treatment		
	Peer Support (includes MH and AD Programs & Individual*)	X	X
	Peer Support Whole Health and Wellness*	X	X
	Psychosocial Rehabilitation Program	X	X
	Residential SA Detoxification		
	Respite	X	X
	Residential Supports	X	X
	SA Intensive Outpatient: Adult		
	Supported Employment/Task Oriented Rehabilitation	X	X
	Temporary Observation		

* Peer Support Individual and PSWHW are in Non-Intensive Outpatient and Adult Specialty groups.
*APRNs include Clinical Nurse Specialists (CNS) and Nurse Practitioners (NP)

SECTION V
Service Code Modifier Descriptions

Certain services in the Service Guidelines contain specific modifiers. The following is a list of the modifiers included herein and their specific description:

Modifier	Description and Associated Rules
D1	Utility Deposits*
ES	Equipment/Supplies*
ET	Emergency Services
FG	Food/Grocery*
FS	Financial Services*
GT	Via Interactive audio/video telecommunication systems
HA	Child/Adolescent Program
HE	Mental Health Program
HF	Substance Abuse Program
HH	Integrated mental health/substance abuse program
HK	Specialized Mental Health Programs For High-Risk Populations
HQ	Group Setting
HR	Family/Couple with client present
HS	Family/Couple without client present
HT	Multidisciplinary team
HW	Funded by state mental health agency
H1	Household Furnishings*
H2	Household Goods and Supplies*
H9	Court-ordered
M1	Moving Expenses
RR	Rental
R1	Residential Level 1*
R2	Residential Level 2*
R3	Residential Level 3*
SE	State and/or federally funded programs/services
S1	Security Deposits*
TB	Transitional Bed*
TF	Intermediate Level of Care
TG	Complex Level of Care
TN	Rural
TS	Follow-up Service
UC	State-defined code, Participant Self-Directed
UJ	Services provided at night
UK	Collateral Contact
U1	Practitioner Level 1
U2	Practitioner Level 2
U3	Practitioner Level 3
U4	Practitioner Level 4
U5	Practitioner Level 5

U6	In-Clinic
U7	Out-of-Clinic*
Modifier	Description and Associated Rules
ZC	From CSU*
ZH	From State Hospital*
ZJ	From Jail / YDC / RYDC*
ZO	From Other Institutional Setting*
ZP	From PRTF*

* Represents a state-defined modifier which will is not represented in standard CPT or HCPCS coding.

PART II

Community Service Requirements for Behavioral Health Providers

Provider Manual for
Community Behavioral Health Providers

Fiscal Year 2017

DBHDD

Georgia Department of Behavioral Health and Developmental Disabilities

January 2017

COMMUNITY SERVICE REQUIREMENTS FOR ALL PROVIDERS

SECTION I: POLICIES AND PROCEDURES

1. Guiding Principles
   a. Integration into community: Inclusion and community integration for both the provider and the individuals served is supported and evident.
      i. Individuals have responsibilities in the community such as employment, volunteer activities, church and civic membership and participation, school attendance, and other age-appropriate activities
      ii. The provider has community partnerships that demonstrate input and involvement by:
         1. Advocates;
         2. The person served;
         3. Families; and
         4. Business and community representatives.
      iii. The provider makes known its role, functions and capacities to the community including other organizations as appropriate to its array of services, supports, and treatment as a basis for:
         1. Joint planning efforts;
         2. Continuity in cooperative service delivery, including the educational system;
         3. Provider networking;
         4. Referrals; and
         5. Sub-contracts.
      iv. AD providers who receive SAPTBG funds shall publicize the availability of services and the preference extended to pregnant women through its outreach programs, ongoing public service announcements (radio/television), regular advertisements in local/regional print media, posters placed in targeted areas, and frequent notification of availability of such treatment distributed to the network of community based organizations, health care providers, and social service agencies. SAPTBG
      v. Providers receiving SAPTBG grant dollars for treatment/support services for intravenous drug abusers must encourage the participation of such individuals through a strategy that reasonably can be expected to be an effective but, at a minimum, shall include:
         1. Selecting, training and supervising outreach workers;
         2. Contacting, communicating and following-up with substance abusers, their associates, and neighborhood residents, within the constraints of Federal and State confidentiality requirements, including 42 C.F.R. Pt 2;
         3. Promoting awareness among substance abusers about the relationship between intravenous drug abuse and communicable diseases such as HIV, and recommending steps to prevent disease transmission; and
         4. Encouraging entry into treatment. SAPTBG
      vi. For agencies who provide any combination of Community Behavioral Health, Psychiatric Residential Treatment Facility (PRTF), and/or Room/Board/Watchful Oversight (RBWO) services, the agency must ensure appropriate distinctions between these programs to include but not limited to physical, financial, administrative, and programmatic separation. Additional guidance may be found in the PRTF Provider Manual.
   b. Access to individualized services
      i. Access to appropriate services, supports, and treatment is available regardless of, Age; Race, National Origin, Ethnicity; Gender; Religion; Social status; Physical disability; Mental disability; Gender identity; Sexual orientation.
      ii. There are no barriers in accessing the services, supports, and treatment offered by the provider, including but not limited to:
         1. Geographic;
         2. Architectural;
         3. Communication:

a. Language access is provided to individuals with limited English proficiency or who are sensory impaired;
b. All applicable DBHDD policies regarding Limited English Proficiency and Sensory Impairment are followed;
c. Individuals who identify as deaf, deaf-blind, or hard of hearing or who are suspected of having a hearing loss are referred to DBHDD Deaf Services to receive a Communication Assessment to determine level of communication need for service access.

4. Attitudinal;
5. Procedural;
6. Organizational scheduling or availability; and
7. Services provided in school settings are allowable up to 3 hours/week as a general rule and the clinical record shall include documentation of partnership with the school.
    a. When an exception to provide more than 3 hours/week is recommended by the ordering practitioner, it should be documented in the IRP and in a supporting administrative note to include evidence of clinical/access need (challenges with in-home or clinic access, CANS scores, recent discharge from inpatient hospitalization, PRTF, CSU, etc.).
    b. The DBHDD wants youth to be successful in attaining their educational goals and, so, if a course of service is recommended in the IRP to occur during the youth's educational school day (not before or after school), an administrative note in the record should indicate a plan for minimizing school disruption and why the course of intervention occurs during school hours instead of before/after school, in the home, in clinic, or in other community settings. This documentation is not necessary when there is not a plan for regular school-day services and an unplanned intervention must occur to stabilize a behavioral health situation.
    c. Youth receiving this service must never be taken out of the classroom for the convenience of the service provider.
    d. DBHDD services and supports should not supplant but should complement what schools provide for support of a child based on the IEP.
8. Providers that receive SAPTBG funds will treat the family as a unit and admit both women and their children into treatment/support services, if appropriate. Programs must provide, or arrange for the provision of, the following services to pregnant women and women with dependent children, including women who are attempting to regain custody of their children:
    a. Primary medical care for women, including referral for prenatal care and, while the women are receiving services, childcare;
    b. Primary pediatric care, including immunization, for their children;
    c. Gender specific substance abuse treatment and other therapeutic interventions for women, which may address issues of relationships, sexual and physical abuse, parenting, and child care;
    d. Therapeutic interventions for children in custody of women in treatment which may address developmental needs, sexual and physical abuse and neglect; and
    e. Sufficient case management and transportation to ensure access to services.

SAPTBG

9. Providers that receive SAPTBG funds provide IV Drug Users access to a treatment program not later than:
    a. Fourteen days after making the request for admission to a program; or
    b. One hundred and twenty days after the date of such request, if:
        i. No such program has the capacity to admit the individual on the date of such request, and

ii. Interim services, including referral for prenatal care, are made available to the individual not later than 48 hours after such request. SAPTBG

10. Wellness of individuals is facilitated through:
    a. Advocacy;
    b. Individual service/treatment practices;
    c. Education;
    d. Sensitivity to issues affecting wellness including but not limited to:
        i. Gender;
        ii. Culture; and
        iii. Age.
    e. Incorporation of wellness goals within the individual plan.
11. Sensitivity to individual's differences and preferences is evident.
12. Practices and activities that reduce stigma are implemented.
13. If services include provision in non-clinic settings, providers must have the ability to deliver services in various environments, such as homes, schools, .homeless shelters, or street locations. Individuals/families may prefer to meet staff at community locations other than their homes or other conspicuous locations (e.g. their school, employer).
14. The organization must have policies that govern the provision of services in natural settings and can document that it respects youth and/or families' right to privacy and confidentiality
15. Staff should be sensitive to and respectful of the individual's privacy/confidentiality rights and preferences to the greatest extent possible (e.g. if staff must meet with an individual during their school/work time, choosing inconspicuous times and locations to promote privacy), especially if staff drive a vehicle that is clearly marked as a state or agency vehicle, or if staff must identify themselves and their purpose to engage with the individual in a way that may potentially embarrass the individual or breech the individual's privacy/confidentiality.
16. Telemedicine may be used as a means to access individualized service when the Service Guideline allows this practice (See Section III). Telemedicine is the use of medical information exchanged from one secured site to another via electronic communications to improve a patient's health. Electronic communication means the use of interactive telecommunications equipment that includes, at a minimum, audio and video equipment permitting two-way, real time interactive communication between the patient, and the physician or practitioner at the distant site. The telemedicine connection must ensure HIPAA compliance related to Privacy and Security (employing authentication, access controls and encryption to allow for patient/client confidentiality, integrity and availability of their data).
17. Interactions with individuals demonstrate respect, careful listening, and are positive and supportive.

2. Required Business Practices and Policies

a. Program requirements, compliance, and structure

i. Applicable statutory requirements, rules, regulations, licensing, accreditation, and contractual/agreement requirements are evident in organizational policies, procedures and practices. In the event that the above

requirements and standards are more stringent than these Requirements, providers shall defer to those requirements which are most stringent.

1. Providers receiving MHBG funds must comply with Public Law 102-321, Section 1912 and applicable code sections at http://www.samhsa.gov/.[MHBG]
2. Providers receiving SATBG funds must comply with 45 CFR 96 Rules and Regulations at http://www.samhsa.gov/.[SAPTBG]

ii. The provider shall adhere to companion requirements as published by the Department of Community Health regarding behavioral health services and facilities;

iii. The provider shall adhere to supplementary requirements as published by the Administrative Services Organization:

- a. For all services, a provider must request a Registration for an individual to whom services/supports will be provided.
- b. Authorization requests must be submitted for those services identified as requiring such authorization;
- c. Providers have 48 hours from initial contact to submit Registrations (exceptions being crisis and acute services);
- d. Providers have 48 hours from initial contact to submit the Authorization (exceptions being crisis and acute services).
- e. Claims are required to be submitted to the ASO within ninety (90) days from date of service delivery. For those providers who are approved Fee-for-Service providers, delivering named Fee-for-Service services, claims are reimbursed by the DBHDD through the ASO.

iv. The provider clearly describes available services, supports, and treatment

1. The provider has a description of the services that have been approved by DBHDD and DCH along with the supports, care and treatment provided which includes a description of:
   - a. The population served;
   - b. How the provider plans to strategically address the needs of those served; and
   - c. Services available to potential and current individuals.
2. The provider has internal structures that support good business practices.
   - a. There are clearly stated current policies and procedures for all aspects of the operation of the organization;
   - b. Policies and corresponding procedures direct the practice of the organization; and
   - c. Staff is trained in organization policies and procedures.
3. The provider details the desired expectation of the services, supports, and treatment offered and the outcomes for each of these services.
4. The level and intensity of services, supports, and treatment offered is:
   - a. Within the scope of the organization;
   - b. According to benchmarked practices; and
   - c. Timely as required by individual need.
5. The provider has administrative and clinical structures that are clear and that support individual services.
   - a. Administrative and clinical structures promote unambiguous relationships and responsibilities.
   - b. The provider bills in accordance with payer policies, and when an individual has questions regarding billing/fees, the provider offers assistance to the individual in understanding the explanation of benefits and/or billing statement.
6. The program description identifies staff to individual served ratios for each service offered:
   - a. Ratios reflect the needs of individuals served, implementation of behavioral procedures, best practice guidelines and safety considerations.

7. Policies, procedures and practice describe processes for referral of the individual based on ongoing assessment of individual need:
    a. Internally to different programs or staff; or
    b. Externally to services, supports, and treatment not available within the organization including, but not limited to healthcare for:
        i. Routine assessment such as annual physical examinations;
        ii. Chronic medical issues (Specific to AD providers, if tuberculosis or HIV are identified medical issues, services such as diagnostic testing, counseling, etc. must be made available within the provider or through referrals to other appropriate entities [although these services are not required as a condition of receiving treatment services for substance abuse, and are undertaken voluntarily and with the informed consent of the individual SAPTBG);
        iii. Ongoing psychiatric issues;
        iv. Acute and emergent medical and/or psychiatric needs;
        v. Diagnostic testing such as psychological testing or labs; and
        vi. Dental services.
    c. In the event that the SAPTBG provider has insufficient capacity to serve any pregnant woman seeking AD treatment, the provider will refer the woman to the DBHDD. SAPTBG
    d. In the event that the SAPTBG provider has insufficient capacity to serve any IV Drug user seeking AD treatment, the provider shall establish a system for reporting unmet demand to the DBHDD.
        i. The provider, upon reaching 90 percent of service capacity, must notify the DBHDD within seven days.
        ii. A waiting list shall use a unique patient identifier for each injecting drug abuser seeking treatment, including those receiving interim services while awaiting admission to such treatment. The reporting system shall ensure that individuals who cannot be placed in comprehensive treatment within 14 days receive ongoing contact and appropriate interim services while awaiting admission. SAPTBG

b. Quality Improvement and Risk Management: Quality Improvement Processes and Management of Risk to Individuals, Staff and Others is a Priority.
    i. There is a well-defined quality improvement plan for assessing and improving organizational quality. The provider is able to demonstrate how:
        1. Issues are identified;
        2. Solutions are implemented;
        3. New or additional issues are identified and managed on an ongoing basis;
        4. Internal structures minimize risks for individuals and staff;
        5. Processes used for assessing and improving organizational quality are identified; and
        6. The quality improvement plan is reviewed/updated at a minimum annually and this review is documented.
    ii. Indicators of performance are in place for assessing and improving organizational quality. The provider is able to demonstrate:
        1. The indicators of performance established for each issue;
            a. The method of routine data collection;
            b. The method of routine measurement;
            c. The method of routine evaluation;
            d. Target goals/expectations for each indicator; and

e. Outcome Measurements determined and reviewed for each indicator on a quarterly basis.

2. Distribution of Quality Improvement findings on a quarterly basis to:
    a. Individuals served or their representatives as indicated;
    b. Organizational staff;
    c. The governing body; and
    d. Other stakeholders as determined by the governance authority.
3. At least five percent (5%) of records of persons served are reviewed each quarter. Records of individuals who are "at risk" are included. Record reviews must be kept for a period of at least two years.
    a. Reviews include determinations that:
        i. The record is organized, complete, accurate, and timely;
        ii. Whether services are based on assessment and need;
        iii. That individuals have choices;
        iv. Documentation of service delivery including individuals' responses to services and progress toward IRP goals;
        v. Documentation of health service delivery;
        vi. Medication management and delivery, including the use of PRN /OTC medications; and their effectiveness; and
        vii. That approaches implemented for persons with challenging behaviors are addressed as specified in the *Guidelines for Supporting Adults with Challenging Behaviors in Community Settings.* (www.dbhdd.georgia.gov).
4. Appropriate utilization of human resources is assessed, including but not limited to:
    a. Competency;
    b. Qualifications;
    c. Numbers and type of staff, required based on the services, supports, treatment, and needs of persons served; and
    d. Staff to individual ratios.
5. The provider has a governance or advisory board made up of citizens, local business providers, individuals and family members. The Board:
    a. Meets at least semi-annually;
    b. Reviews items such as but not limited to:
        i. Policies;
        ii. Risk management reports;
        iii. Budgetary issues; and
        iv. Provides objective guidance to the organization.
6. The provider's practice of cultural diversity competency is evident by:
    a. Staff articulating an understanding of the social, cultural, religious and other needs and differences unique to the individual;
        i. That such articulation, respect, and inclusion of cultural diversity will include Deaf Culture.
    b. Staff honoring these differences and preferences (such as worship or dietary preferences) in the daily services/treatment of the individual; and
    c. The inclusion of cultural competency in Quality Improvement processes.
        iii. There is a written budget which includes expenses and revenue that serves as a plan for managing resources. Utilization of fiscal resources is assessed in Quality Improvement processes and/or by the Board of Directors.

iv. Areas of risk to persons served and to the provider are identified based on services, supports, or treatment offered including, but not limited to:
    1. Incidents: There is evidence that incidents are reported to the DBHDD Office of Incident Management and Investigation as required by DBHDD Policy, Reporting and Investigating Deaths and Critical Incidents in Community Services, 04-106;
    2. Accidents;
    3. Complaints;
    4. Grievances;
    5. Individual rights violations including breaches of confidentiality;
    6. There is documented evidence that any restrictive interventions utilized must be reviewed by the provider's Rights Committee;
    7. Practices that limit freedom of choice or movement;
    8. Medication management; and
    9. Infection control (specifically, AD providers address tuberculosis and HIV SAPTBG).

v. The provider participates in DBHDD consumer satisfaction and perception of care surveys for all identified populations. Providers are expected to make their facilities and individuals served accessible to teams who gather the survey responses (e.g., the *Georgia Mental Health Consumer Network)*.

3. Consumer Rights

a. Rights and Responsibilities

i. All individuals are informed about their rights and responsibilities:
    1. At the onset of services, supports, and treatment;
    2. At least annually during services;
    3. Through information that is readily available, well prepared and written/signed (e.g. American Sign Language) using language accessible and understandable to the individual; and
    4. Evidenced by the individual's or legal guardian signature on notification.

ii. The provider has policies and promotes practices that:
    1. Do not discriminate;
    2. Promote receiving equitable supports from the provider;
    3. Provide services, supports, and treatment in the least restrictive environment;
    4. Emphasize using least restrictive interventions;
    5. Incorporate Clients Rights or Patient's Rights Rules found at, www.dbhdd.ga.gov as applicable to the provider; and
    6. Delineates the rights and responsibilities of persons served.

iii. In policy and practice, the provider makes it clear that under no circumstances will the following occur:
    1. Threats (overt or implied);
    2. Corporal punishment;
    3. Fear-eliciting procedures;
    4. Abuse or neglect of any kind;
    5. Withholding nutrition or nutritional care;
    6. Withholding of any basic necessity such as clothing, shelter, rest or sleep; or
    7. Withholding services due to hearing status or communication fluency.

iv. For all community based programs, practices promulgated by DBHDD or the Rules and Regulations for Clients Rights, Chapter 290-4-9 are incorporated into the treatment of individuals served.

v. For all crisis stabilization units serving adults, children or youth, practices promulgated by DBHDD or the Rules and Regulations for Patients' Rights, Chapter 290-4-6 are incorporated into the treatment of adults, children and youth served in crisis stabilization units.

vi. For all programs serving individuals with substance use and abuse issues, in addition to practices promulgated by DBHDD or the Rules and Regulations for Clients Rights, Chapter 290-4-9, confidentiality procedures for substance abuse individual records comply with 42 CFR, Part 2, Confidentiality of Alcohol and Drug Abuse Patient Records, Final Rule (June 9, 1987), or subsequent revisions thereof.

b. Grievances

i. Grievance, complaint and appeals of internal and external policies and processes are clearly written in language accessible to individuals served and are promulgated and consistent with all applicable DBHDD policies regarding *Complaints and Grievances* regarding community services. Notice of procedures is provided to individuals, staff and other interested parties, and providers maintain records of all complaints and grievances and the resolutions of same.

c. Safety Interventions

i. Providers must work with each enrolled individual to develop, document, and implement, as needed, a crisis/safety plan.

ii. Providers must have a process in place to provide after-hours accessibility and have the ability to respond, face-to-face as clinically indicated, to crisis and unsafe situations that occur with enrolled individuals in a timely manner per the contact/agreement with DBHDD. The Georgia Crisis and Access Line (GCAL) are not to be used as the safety plan or after hour's access for enrolled individuals. However, providers may utilize GCAL in order to gain access to higher levels of care (e.g. Crisis Stabilization Units, other inpatient services, etc.) or facilitate coordination with Georgia Emergency Management Agency services (i.e. 911).

iii. The organization must have established procedures/protocols for handling emergency and crisis situations that describe methods for supporting individuals/youth as they transition to and from psychiatric hospitalization.

iv. In policy, procedures, and practice, the provider makes it clear whether and under what circumstances the following restrictive interventions can be implemented based on the service(s) provided by the provider and licensure requirements. In all cases, federal and state laws and rules are followed and include but are not limited to the following:

1. Use of adaptive supportive devices or medical protective devices;
    a. May be used in any service, support, and treatment environment; and
    b. Use is defined by a physician's order (order not to exceed six calendar months).
    c. Written order to include rationale and instructions for the use of the device.
    d. Authorized in the individual resiliency/recovery plan (IRP).
    e. Are used for medical and/or protective reason (s) and not for behavior control.
2. Time out (used only in co-occurring DD or C&A services):
    a. Under no circumstance is egress restricted;
    b. Time out periods must be brief, not to exceed 15 minutes;
    c. Procedure for time-out utilization incorporated in behavior plan; and
    d. Reason justification and implementation for time out utilization documented.
3. Personal restraint (also known as manual hold or manual restraint): The application of physical force, without the use of any device, for the purpose of restricting the free movement of a person's body;
    a. May be used in all community settings except residential settings licensed as Personal Care Homes;
    b. Circumstances of use must represent an emergency safety intervention of last resort affecting the safety of the individual or of others;

c. Brief handholding (less than 10 seconds) support for the purpose of providing safe crossing, safety or stabilization does not constitute a personal hold;
d. If permitted, Personal Restraint (ten seconds or more), shall not exceed five (5) minutes and this intervention is documented; and
e. For an individual who is deaf, deaf-blind, or hard of hearing who primarily communicates in sign language, the restraint must allow some movement of hands and fingers for communication access. Hearing assistive technology shall only be removed when it presents an immediate safety issue and shall be returned as soon as the safety issue is resolved.

4. Physical restraint (also known as mechanical restraint): A device attached or adjacent to the individual's body that one cannot easily remove and that restricts freedom of movement or normal access to one's body or body parts.
   a. Prohibited in community settings except in community programs designated as crisis stabilization units for adults, children or youth;
   b. Circumstances of use in behavioral health, crisis stabilization units must represent an emergency safety intervention of last resort affecting the safety of the individual or of others;
   c. For an individual who is deaf, deaf-blind, or hard of hearing who primarily communicates in sign language, the restraint must allow some movement of hands and fingers for communication access. Hearing assistive technology shall only be removed when it presents an immediate safety issue and shall be returned as soon as the safety issue is resolved.
5. Seclusion: The involuntary confinement of an individual alone in a room or in any area of a room where the individual is prevented from leaving, regardless of the purpose of the confinement. The practice of "restrictive time-out" (RTO is seclusion and may not be utilized except in compliance with the requirement related to seclusion. The phrase "prevented from leaving" includes not only the use of a locked door, but also the use of physical or verbal control to prevent the individual from leaving.
   a. Seclusion may be used in the community only in programs designated as crisis stabilization programs for adults, children or adolescents;
   b. Circumstances of use in behavioral health crisis stabilization programs must represent an emergency safety intervention of last resort affecting the safety of the individual or of others; and
   c. Is not permitted in developmental disabilities services.
6. Chemical restraint may never be used under any circumstance. Chemical restraint is defined as a medication or drug that is:
   a. Not a standard treatment for the individual's medical or psychiatric condition;
   b. Used to control behavior; and
   c. Used to restrict the individual's freedom of movement.
7. Examples of chemical restraint are the following:
   a. The use of over the counter medications such as Benadryl for the purpose of decreasing an individual's activity level during regular waking hours; and
   b. The use of an antipsychotic medication for a person who is not psychotic but simply 'pacing' or mildly agitated.
8. PRN antipsychotic and mood stabilizer medications for behavior control are not permitted. See Part II, Section 1; Appendix 1 for list of medications.

d. Confidentiality: The Provider Maintains a System of Information Management that Protects Individual Information and that is Secure, Organized and Confidential.

i. All individuals determine how their right to confidentiality will be addressed, including but not limited to:
    1. Who they wish to be informed about their services, supports, and treatment
    2. Collateral information. When collateral information is gathered, information about the individual may not be shared with the person giving the collateral information unless the individual being served has given specific written consent
ii. The provider has clear policies, procedures, and practices that support secure, organized and confidential management of information, to include electronic individual records if applicable.
iii. Maintenance and transfer of both written and spoken information is addressed:
    1. Personal individual information;
    2. Billing information; and
    3. All service related information.
iv. The provider has a Confidentiality and HIPAA Privacy Policy that clearly addresses state and federal confidentiality laws and regulations. The provider has a Notice of Privacy Practices that gives the individual adequate notice of the provider's policies and practices regarding use and disclosure of their Protected Health Information. The notice must contain mandatory elements required by the Health Insurance Portability and Accountability Act of 1996 (HIPAA, Title II). In addition, the provider must address:
    1. HIPAA Privacy Rules, as outlined at 45 CFR Parts 160 and 164 are specifically reviewed with staff and individuals;
    2. Appointment of the Privacy Officer;
    3. Training to be provided to all staff;
    4. Posting of the Notice of Privacy Practices in a prominent place;
    5. Maintenance of the individual's signed acknowledgement of receipt of Privacy Notice in their record.
v. A record of all disclosures of Protected Health Information (PHI) must be kept in the medical record, so that the provider can provide an accounting of disclosures to the individual for 6 years from the current date. The record must include:
    1. Date of disclosure;
    2. Name of entity or person who received the PHI;
    3. A brief description of the PHI disclosed;
    4. A copy of any written request for disclosure; and
    5. Written authorization from the individual or legal guardian to disclose PHI, where applicable.
vi. Confidentiality policies include procedures for substance abuse individual records comply with 42 CFR Part 2, Confidentiality of Alcohol and Drug Abuse Patient Records.
vii. Authorization for release of information is obtained when PHI of an individual is to be released or shared between organizations or with others outside the organization. All applicable DBHDD policies and procedures and HIPAA Privacy Rules (45 CFR parts 160 and 164) related to disclosure and authorization of PHI are followed. Information contained in each release of information must include:
    1. Specific information to be released or obtained;
    2. The purpose for the authorization for release of information;
    3. To whom the information may be released or given;
    4. The time period that the release authorization remains in effect (reasonable based on the topic of information, generally not to exceed a year); and,
    5. A statement that authorization may be revoked at any time by the individual, to the extent that the provider has not already acted upon the authorization;
viii. Exceptions to use of an authorization for release of information are clear in policy:

1. disclosure may be made if required or permitted by law;
2. disclosure is authorized as a valid exception to the law;
3. A valid court order or subpoena are required for behavioral health records;
4. A valid court order and subpoena are required for alcohol or drug abuse records;
5. When required to share individual information with the DBHDD or any provider under contract or agreement with the DBHDD for the purpose of meeting obligations to the department; or
6. In the case of an emergency treatment situation as determined by the individual's physician, the chief clinical officer can release PHI to the treating physician or psychologist.

ix. The provider has written operational procedures, consistent with legal requirements governing the retention, maintenance and purging of records.
1. Records are safely secured, maintained, and retained for a minimum of six (6) years from the date of their creation or the date when last in effect (whichever is later); and
2. Protocols for all records to be returned to or disposed of as directed by the contracting regions after specified retention period or termination of contract/agreement.

x. The provider has written policy, protocols and documented practice of how information in the record is transferred when an individual is relocated or discharged from service to include but not limited to:
1. A complete certified copy of the record to the Department or the provider who will assume service provision, that includes individual's PHI, billing information, service related information such as current medical orders, medications, behavior plans as deemed necessary for the purposes of individual's continuity of care and treatment;
2. In addition unused Special Medical Supplies (SMS), funds, personal belongings, burial accounts; and
3. The time frames by which transfer of documents and personal belongings will be completed.

e. Funds Management: The Personal Funds of an Individual are Managed by the Individual and are Protected.
i. Policies and clear accountability practices regarding individual valuables and finances comply with all applicable DBHDD policies and Social Security Guide for Organizational and/or Representative Payees regarding management of personal needs spending accounts for individuals served.
ii. Providers are encouraged to utilize persons outside the organization to serve as "representative payee" such as, but not limited to:
1. Family.
2. Other person of significance to the individual.
3. Other persons in the community not associated with the provider.

iii. The provider is able to demonstrate documented effort to secure a qualified, independent party to manage the individual's valuables and finances when the person served is unable to manage funds and there is no other person in the life of the individual who is able to assist in the management of individual valuables or funds.
iv. Individual funds cannot be co-mingled with the provider's funds or other individuals' funds.

f. Research: The Provider Policy must State Explicitly in Writing Whether Research is Conducted or Not on Individuals Served by the Provider.
i. If the provider wishes to conduct research involving individuals, a research design shall be developed and must be approved by:
1. The provider's governing authority;
2. The field office for the DBHDD; and

3. The Institutional Review Board operated by the Department of Community Health (DCH) and its policies regarding the Protection of Human Subjects found in DBHDD directive herein.

ii. The Research design shall include:
   1. A statement of rationale;
   2. A plan to disclose benefits and risks of research to the participating person;
   3. A commitment to obtain written consent of the persons participating; and
   4. A plan to acquire documentation that the person is informed that they can withdraw from the research process at any time.

iii. The provider using unusual medication and investigational experimental drugs shall be considered to be doing research.
   1. Policies and procedures governing the use of unusual medications and unusual investigational and experimental drugs shall be in place;
   2. Policies, procedures, and guidelines for research promulgated by the DCH Institutional Review Board shall be followed;
   3. The research design shall be approved and supervised by a physician;
   4. Information on the drugs used shall be maintained including:
      a. Drug dosage forms;
      b. Dosage range;
      c. Storage requirements;
      d. Adverse reactions; and
      e. Usage and contraindications.
   5. Pharmacological training about the drug(s) shall be provided to nurses who administer the medications; and
   6. Drugs utilized shall be properly labeled.

iv. If research is conducted, there is evidence that involved individuals are:
   1. Fully aware of the risks and benefits of the research;
   2. Have documented their willingness to participate through full informed consent; and;

v. Can verbalize their wish to participate in the research. If the individual is unable to verbalize or otherwise communicate this information, there is evidence that a legal representative, guardian or guardian ad litem has received this information and consented accordingly.

g. Faith based organizations

i. Individuals or recipients of services are informed about the following issues relative to faith or denominationally based organizations:
   1. Its religious character;
   2. The individual's freedom not to engage in religious activities;
   3. The individual's right to receive services from an alternative provider;
   a. The provider shall, within a reasonable time after the date of such objection, refer the individual to an alternative provider.

ii. If the provider provides employment that is associated with religious criteria, the individual must be informed.

iii. In no case may federal or state funds be used to support any inherently religious activities, such as but not limited to religious instruction or proselytizing.

iv. Providers may use space in their facilities to provide services, supports, and treatment without removing religious art, icons, scriptures or other symbols.

v. In all cases, rules found at 42 CFR Parts 54, 54a and 45 CFR Parts 96, 260 and 1050 *Charitable Choice Provisions and Regulations: Final Rules* shall apply.

4. Service Environment: The Service Environment Demonstrates Respect for the Persons Served and is Appropriate to the Services Provided.
    a. Services are provided in an appropriate environment that is respectful of persons served. The environment is:
        i. Clean;
        ii. Age appropriate;
        iii. Accessible (individuals who need assistance with ambulation shall be provided bedrooms that have access to a ground level exit to the outside or have access to exits with easily negotiable ramps or accessible lifts. The site shall provide at least two (2) exits, remote from each other that are accessible to the individuals served);
        iv. Individual's rooms are personalized; and
        v. Adequately lighted, ventilated, and temperature controlled.
    b. Children seventeen and younger may not be served with adults unless the children are residing with their parents or legal guardians in residential programs such as the Ready for Work program.
        i. Emancipated minors and juveniles who are age 17 years may be served with adults when their life circumstances demonstrate they are more appropriately served in an adult environment.
        ii. Situations representing exceptions to this Requirement must have written documentation from the DBHDD field office. Exceptions must demonstrate that it would be disruptive to the living configuration and relationships to disturb the 'family' make-up of those living together.
    c. There is sufficient space, equipment and privacy to accommodate:
        i. Accessibility;
        ii. Safety of persons served and their families or others;
        iii. Waiting;
        iv. Telephone use for incoming and outgoing calls that is accessible and maintained in working order for persons served or supported;
            1. Individuals who are deaf, deaf-blind, or hard of hearing shall have access to telecommunication equipment to communicate with those outside the service location.
        v. Provision of identified services and supports.
    d. The environment is safe:
        i. All local and state ordinances are addressed;
            1. Copies of inspection reports are available;
            2. Licenses or certificates are current and available as required by the site or the service.
    e. There is evidence of compliance with state and county of residence fire and life safety codes for the following:
        i. Installation of fire alarm system meets safety code (and is both audio and visual in nature);
        ii. Fire drills are conducted for individuals and staff[1]:
            1. Once a month at alternating times;
            2. Once annually for BH administrative or sites open one shift per day;
            3. Twice a year during sleeping hours if residential services;
            4. All fire drills shall be documented with staffing involved; and
            5. DBHDD maintains the right to require an immediate demonstration of a fire drill during any on-site visit.
    f. Policies, plans and procedures are in place that addresses emergency evacuation, relocation preparedness and Disaster Response. Supplies needed for emergency evacuation are maintained in a readily accessible

[1] Please note: Separate fire drill policies and requirements may exist for agencies/sites that provide services to individuals other than those identified in this Manual. Should the agency or site be regulated by additional policies or accreditation, providers must conform to those that are the most stringent. For example, should a site provide both Behavioral Health and Developmental Disability services, the provider must ensure compliance with both DBHDD Developmental Disabilities standards in addition to meeting the requirements outlined above.

manner, including individuals' information, family contact information and current copies of physician's orders for all individual's medications.

i. Plans include detailed information regarding evacuating, transporting, and relocating individuals that coordinate with the local Emergency Management Agency and at a minimum address:
    1. Medical emergencies;
    2. Missing persons;
        a. Georgia's Mattie's Call Act provides for an alert system when an individual with developmental disabilities, dementia, or other cognitive impairment is missing. Law requires residences licensed as Personal Care Homes to notify law enforcement within 30 minutes of discovering a missing individual.
    3. Natural disasters known to occur, such as tornadoes, snow storms or floods;
    4. Power failures;
    5. Continuity of medical care as required;
    6. Notifications to families or designees; and
    7. Continuity of Operation Planning to include identifying locations and providing a signed agreement where individuals will be relocated temporarily in case of damage to the site where services are provided (for more information: www.georgiadisaster.info)

ii. Emergency preparedness notice and plans are:
    1. Reviewed annually;
    2. Tested at least quarterly for emergencies that occur locally on a less frequent basis such as, but not limited to flood, tornado or hurricane;
    3. Drilled with more frequency if there is a greater potential for the emergency.

g. Providers must comply with federal Public Law 103-227 which requires that smoking not be permitted in any portion of any indoor facility owned, leased, or contracted by the provider and used routinely or regularly for the provision of health care for youth under the age of 18. MHBG, SAPTBG

h. Residential living support service options;
    i. Are integrated and established within residential neighborhoods;
    ii. Are single family units;
    iii. Have space for informal gatherings;
    iv. Have personal space and privacy for persons supported; and
    v. Are understood to be the "home" of the person supported or served.
    vi. Who serve individuals who are deaf, deaf-blind, or hard of hearing, shall have an appropriate visual alert system for front door, bedroom, and bathroom.

i. Video cameras may be used in common areas of programs that are not personal residences such as Crisis Stabilization Units where visualization of blind areas is necessary for an individual's safety. Cameras may not be used in the following instances:
    i. In an individual's personal residence;
    ii. In lieu of staff presence; or
    iii. In the bedroom of individuals.

j. There are policies, procedures, and practices for transportation of persons supported or served in residential services and in programs that require movement of persons served from place to place.
    i. Policies and procedures apply to all vehicles used, including:
        1. Those owned or leased by the provider;
        2. Those owned or leased by subcontractors; and
        3. Use of personal vehicles of staff.
    ii. Policies and procedures include, but are not limited to:
        1. Authenticating licenses of drivers, proof of insurance, and routine vehicle maintenance;
        2. Requirements for evidence of driver training;
        3. Safe transport of persons served;

4. Requirements for maintaining attendance of person served while in vehicles;
5. Safe use of lift;
6. Availability of first aid kits;
7. Fire suppression equipment; and
8. Emergency preparedness.

k. Access is promoted at service sites deemed as intake, assessment or crisis programs through:
   i. Clearly labeled exterior signs; and
   ii. Other means of direction to service and support locations as appropriate.

l. Community services (other than Community Transition Planning) may not be provided in an Institution for Mental Diseases (IMD, e.g. state or private psychiatric hospital, psychiatric residential treatment facility or Crisis Stabilization Unit with greater than 16 beds), jail, youth development center (YDC) or prison system.

m. Services may not may not be provided and billed for individuals who are involuntarily detained in Regional Youth Detention Centers (RYDCs) awaiting criminal proceedings, penal dispositions, or other involuntary detainment proceedings. Any exception to this requires supporting documentation from the DJJ partners. The provider holds the risk for assuring the youth's eligibility.

5. Infection Control: Practices are Evident in Service Settings.
   a. The provider, at a minimum, has a basic Infection Control Plan that includes the following:
      i. Standard Precautions;
      ii. Hand washing protocols;
      iii. Proper disposal of biohazards, such as needles, lancets, scissors, tweezers, and other sharp instruments; and
      iv. Management of common illness likely to be emergent in the particular service setting.
   b. The provider has effective cleaning and maintenance procedures sufficient to maintain a sanitary and comfortable environment that prevents the development and transmission of infection.
   c. The provider adheres to policies and procedures for controlling and preventing infections in the service setting. Staff is trained and monitored to ensure infection control policies and procedures are followed.
   d. All staff adheres to Standard Precautions and follows the provider's written policies and procedures in infection control techniques.
   e. The provider's infection control plan is reviewed bi-annually for effectiveness and revision, if necessary.
   f. The provider has available the quantity of bed linens and towels, etc. essential for the proper care of individuals at all times. These items are washed, stored, and transported in a manner that prevents the spread of infection.
   g. Routine laundering of an individual's clothing and personal items is done separately from the belongings of other individuals.
   h. Procedures for the prevention of infestation by insects, rodents or pests shall be maintained and conducted continually to protect the health of individuals served.
   i. The provider ensures that an individual's personal hygiene items, such as toothbrushes, hairbrushes, razors, nail clippers, etc., are maintained separately and in a sanitary condition.
   j. Any pets living in the service setting must be in compliance with local, state, and federal requirements.

6. Medications: Providers having Oversight for Medication or that Administer Medication Follow Federal and State Laws, Rules, Regulations and Best Practice Guidelines.
   a. A copy of the physician (s) order or current prescription dated/signed within the past year is placed in the individual's record for every medication administered or self-administered with supervision. These include:
      i. Regular, on-going medications;
      ii. Controlled substances;
      iii. Over-the-counter medications;
      iv. PRN (when needed) medications; or
      v. Discontinuance order.
   b. A valid physician's order must contain:

i. The individual's name;
ii. The name of the medication;
iii. The dose;
iv. The route;
v. The frequency;
vi. Special instructions, if needed; and
vii. The physician's signature.
viii. A copy of the Medical Office Visit Record with the highlighted physician's medication order may also be kept as documentation.

c. The order for and administration of medication must be completed by members of the medical staff pursuant to the Medical Practice Act of 2009, Subsection 43-34-23 Delegation of Authority to Nurse and Physician Assistant and must be administered by licensed or credentialed* medical personnel under the supervision of a physician or registered nurse in accordance with O.C.G.A.

d. The provider has written policies, procedures, and practices for all aspects of medication management including, but not limited to:
i. Prescribing: requires the comparison of the physician's medication prescription to the label on the drug container and to the Medication Administration Record (MAR) to ensure they are all the same before each medication is administered or supervised self-administration is done.
ii. Ordering: describes the process by which medication orders are filled by a pharmacy.
iii. Authenticating orders: describes the required time frame for actual or faxed physician's signature on telephone or verbal orders accepted by a licensed nurse.
iv. Procuring medication and refills: procuring initial prescription medication and over-the-counter drugs within twenty-four hours of prescription receipt, and refills before twenty-four hours of the exhaustion of current drug supply.
v. Labeling: includes the Rights of Medication Administration
vi. Storing: includes prescribed medications, floor stock drugs, refrigerated drugs, and controlled substances.
vii. Security: signing out a dose for an individual, and at a minimum, a daily inventory for controlled medications and floor stock medications; and daily temperature logs for locked, refrigerated medications are required.
viii. Storage, inventory, dispensing and labeling of sample medications: requires documented accountability of these substances at all stages of possession.
ix. Dispensing: Describes the process allowed for pharmacists and/or physicians only. Includes the verification of the individual's medications from other agencies and provides a documentation log with the pharmacist's or physician's signature and date when the drug was verified.
x. Supervision of individual self-administration: includes all steps in the process from verifying the physician's medication order to documentation and observation of the individual for the medication's effects. Makes clear that staff members may not administer medications unless licensed to do so, and the methods staff members may use to supervise or assist, such as via hand-over-hand technique, when an individual self-administers his/her medications.
xi. Administration of medications includes all aspects of the process to be done from verifying the physician's medication order, to who can administer the medications, to documentation and observation of the individual for the medication's effects. Administration of medications may be done only by those who are licensed in this state to do so.
xii. Recording: includes the guidelines for documentation of all aspects of medication management. This includes adding and discontinuing medication, charting scheduled and as needed medications, observations regarding the effects of drugs, refused and missing doses, making corrections, and a legend for recording. The legend includes initials, signature, and title of staff member.

xiii. Disposal of discontinued or out-of-date medication: includes an environmentally friendly method or disposal by pharmacy.

xiv. Education to the individual and family (as desired by the individual) regarding all medications prescribed and documentation of the education provided in the clinical record.

xv. All PRN or "as needed" medications will be accessible for each individual as per his/her prescriber(s) order(s) and as defined in the individuals' IRP. Additionally, the provider must have written protocols and documented practice that ensures safe and timely accessibility that includes, at a minimum, how medication will be stored, secured or need refrigeration when transported to different programs and home visits.

e. Organizational policy, procedures and documented practices stipulate that:

i. Medical conditions are assessed, monitored, and recorded. This includes but is not limited to situations in which:

1. Medication or other ongoing health interventions are required;
2. Chronic or confounding health factors are present;
3. Medication prescribed as part of DBHDD services has research indication necessary surveillance of the emergence of diabetes, hypertension, and/or cardiovascular disease;
4. Allergies or adverse reactions to medications have occurred; or
5. Withdrawal from a substance abuse is an issue

ii. In homes licensed as Community Living Arrangements (CLA)/Personal Care Homes (PCH), staff may administer medications in accordance with CLA Rules 290-9-37.01 through .25 and PCH Rules 111-8-62.01 through .25.

iii. Only physicians or pharmacists may re-package or dispense medications.

1. This includes the re-packaging of medications into containers such as "day minders" and medications that are sent with the individual when the individual is away from his residence.
2. Note that an individual capable of independent self-administration of medication may be coached in setting up their personal "day minder."

iv. There are safeguards utilized for medications known to have substantial risk or undesirable effects, including but not limited to:

1. Storage;
2. Handling;
3. Insuring appropriate lab testing or assessment tools accompany the use of the medication; and
4. Obtaining and maintaining copies of appropriate lab testing and assessment tools that accompany the use of the medications prescribed from the individual's physician for the individual's clinical record, or at a minimum, documenting in the clinical record the requests for the copies of these tests and assessments; and follow-up appointments with the individual's physician(s) for any further actions needed.

v. Education regarding the risks and benefits of the medication is documented and explained in language the individual can understand. Medication education provided by the provider's staff must be documented in the clinical record. Informed consent for the medication is the responsibility of the physician; however, the provider obtains and maintains copies of these informed consent documents, or at a minimum, documents its request for copies of these in the clinical record.

vi. Where medications are self-administered, protocols are defined for training to support individual self-administration of medication.

vii. Staff is educated regarding:

1. Medications taken by individuals, including the benefits and risk;
2. Monitoring and supervision of individual self-administration of medications;
3. The individual's right to refuse medication; and
4. Documentation of medication requirements.

viii. There are protocols for the handling of licit and illicit drugs brought into the service setting. This includes confiscating, reporting, documenting, educating, and appropriate discarding of the substances.

ix. Requirements for safe storage of medication are as required by law includes single and double locks, shift counting of the medications, individual dose sign-out recording, documented planned destruction, refrigeration and daily temperature logs.

x. The provider defines requirements for timely notification to the prescribing professional regarding:
   1. Drug reactions;
   2. Medication problems;
   3. Medication errors; and
   4. Refusal of medication by the individual.

xi. When the provider allows verbal orders from physicians, those orders will be authenticated:
   1. Within 72 hours by fax with the physicians signature on the page (including electronic signature); and
   2. The fax must be maintained in the individual's record;

xii. There are practices for regular and ongoing physician review of prescribed medications including, but not limited to:
   1. Appropriateness of the medication;
   2. Documented need for continued use of the medication;
   3. Monitoring of the presence of side effects. Individuals on medications likely to cause tardive dyskinesia are monitored at prescribed intervals using an Abnormal Involuntary Movement Scale (AIMS testing);
   4. Monitoring of therapeutic blood levels, if required by the medication such as Blood Glucose testing, Dilantin blood levels and Depakote blood levels; such as kidney or liver function tests;
   5. Ordering specific monitoring and treatment protocols for diabetic, hypertensive, seizure disorder, and cardiac individuals, especially related to medications prescribed and required vital sign parameters for administration;
   6. Writing medication protocols for specific individuals in homes licensed as Community Living Arrangements or Personal Care Homes for identified staff members to administer:
      a. Epinephrine for anaphylactic reaction;
      b. Insulin required for diabetes;
      c. Suppositories for ameliorating serious seizure activity; and
      d. Medications through a nebulizer under conditions described in the Community Living Arrangement Rule 290-9-37-.20 (2).
   7. Monitoring of other associated laboratory studies.

xiii. For providers that secure their medications from retail pharmacy and/or employ a licensed pharmacist, there is a biennial assessment of agency practice of management of medications at all sites housing medications. A licensed pharmacist or licensed registered nurse conducts the assessment. The report shall include, but may not be limited to:
   1. A written report of findings, including corrections required;
   2. A photocopy of the license of the pharmacist and/or registered nurse; and
   3. A statement of attestation from the licensed pharmacist or licensed Registered Nurse that all issues have been corrected.

xiv. For providers that conduct any laboratory testing on-site, documented evidence is provided that the provider's Clinical Laboratory Improvement Amendment (CLIA) Waiver is current. Refer to the list of waived tests updated January 15, 2010 on the Centers for Medicaid and Medicare Services website.

f. The "Eight Rights" for medication administration are defined with detailed guidelines for staff to implement within the organization to verify that right:

i. Right person: includes the use of at least two identifiers and verification of the physician's medication order with the label on the prescription drug container and the MAR entry to ensure that all are the same every time before a medication is taken via self-administration or administered by a licensed staff member.
ii. Right medication: includes verification of the medication order with the label on the prescription drug container and the MAR entry to verify that all are the same every time before a medication is taken via self-administration or administered by a licensed staff member. The medication is inspected for expiration date. Insulin must be verified with another person prior to administering.
iii. Right time: includes the times the provider schedules medications, or the specific physician's instructions related to the drug.
iv. Right dose: includes verification of the physician's medication order of dosage amount of the medication; with the label on the prescription drug container and the Medication Administration Record entry to ensure that all are the same every time before a medication is taken via self-administration or administered by a licensed staff member. The amount of the medication should make sense as to the volume of liquid or number of tablets to be taken.
v. Right route: includes the method of administration.
vi. Right position: includes the correct anatomical position; individual should be assisted to assume the correct position for the medication method or route to ensure its proper effect, instillation, and retention.
vii. Right documentation includes proper methods of the recording on the MAR; and
viii. Right to refuse medications: includes staff responsibilities to encourage compliance, document the refusal, and report the refusal to the administration, nurse administrator, and physician.

g. A Medication Administration Record (MAR) is in place for each calendar month that an individual takes or receives medication(s):
    i. Documentation of routine, ongoing medications occur in one discreet portion of the MAR and include but may not be limited to:
        1. Documentation by calendar month that is sequential according to the days of the month;
        2. A listing of all medications taken or administered during that month including a full replication of information in the physician's order for each medication:
            a. Name of the medication;
            b. Dose as ordered;
            c. Route as ordered;
            d. Time of day as ordered; and
            e. Special instructions accompanying the order, if any, such as but not limited to:
                i. Must be taken with meals;
                ii. Must be taken with fruit juice;
                iii. May not be taken with milk or milk products.
        3. If the individual is to take or receive the medication more than one time during one calendar day, each time of day must have a corresponding line that permits as many entries as there are days in the month;
        4. All lines representing days and times preceding the beginning or ending of an order for medications shall be marked through with a single line;
        5. When a physician discontinues (D/C) a medication order, that discontinuation is reflected by the entry of "D/C" at the date and time representing the discontinuation followed by a mark through of all lines representing days and times that were discontinued.
    ii. Documentation of medications that are taken or received on a periodic basis, including over the counter medications, occur in a separate discreet portion of the MAR and include but may not be limited to:

1. A listing of each medication taken or received on a periodic basis during that month including a full replication of information in the physician's order for each medication:
    a. Name of the medication;
    b. Dose as ordered;
    c. Route as ordered;
    d. Purpose of the medication;
    e. Frequency that the medication may be taken:
        i. The date and time the medication is taken or received is documented for each use.
        ii. When 'PRN' or 'as needed' medication is used, the PRN medications shall be documented on the same MAR after the routine medications and clearly marked as "PRN" and the effectiveness is documented.
        iii. Each MAR shall include a legend that clarifies:
            1. Identity of authorized staff initials using full signature and title;
            2. Reasons that a medication may be not given, is held or otherwise not received by the individual, such as but not limited to:
                "H" = Hospital
                "R" = Refused
                "NPO" = Nothing by mouth
                "HM" = Home Visit
                "DS"= Day Service

7. Waiver of Requirements

a. The provider may not exempt itself from any of these requirements or any portion of the Provider Manual. All requests for waivers of these requirements must be done in accordance with Policy: Requests for Waivers of the Standards/Requirements for Mental Health, Developmental Disabilities and Addictive Diseases.

COMMUNITY SERVICE REQUIREMENTS FOR ALL PROVIDERS

SECTION II: STAFFING REQUIREMENTS

1. Overview

i. Unless otherwise specified by DBHDD Policy or within the contract/agreement with the Department, one or more professionals in the field must be attached to the organization as employees of the organization or as consultants on contract.

ii. The professional(s) attached to the organization have experience in the field of expertise best suited to address the needs of the individual(s) served.

iii. When medical, psychiatric services involving medication or withdrawal management services are provided, the provider receives direction for that service from a professional with experience in the field, such as medical director, physician consultant, psychiatrist or addictionologist.

iv. Organizational policy and practice demonstrates that appropriate professional staff shall conduct the following services, supports, and treatment, including but not limited to:
    1. Overseeing the services, supports, and treatment provided to individuals;
    2. Supervising the formulation of the individual recovery plan;
    3. Conducting diagnostic, behavioral, functional, and educational assessments;
    4. Designing and writing behavior support plans;
    5. Implementing assessment, care, and treatment activities as defined in professional practice acts; and
    6. Supervising high intensity services such as screening or evaluation, assessment, partial hospitalization, and ambulatory or residential crisis services.

v. Providers must ensure an adequate staffing pattern to provide access to services. Please reference the staffing requirements specified for Tier 1 (CCP Standard 10 – Required Staffing) and Tier 2 (CMP Standard 8 – Required Staffing) providers, as appropriate. Specialty service providers should reference Service Guidelines

for staffing requirements of Specialty Services ensuring that clinical practice is in line with chosen therapeutic models.

vi. Effective July 1, 2013, Providers of Specialty Services must maintain support from an independently licensed clinician to provide service review, service monitoring and assistance in directing an appropriate course of treatment. This individual may be an employee or contracted.

vii. The type and number of professional staff attached to the organization are:
   1. Properly licensed or credentialed in the professional field as required;
   2. Present in numbers to provide adequate supervision to staff;
   3. Present in numbers to provide services, supports, and treatment to individuals as required;
   4. Experienced and competent in the profession they represent; and
   5. In 24 hour or residential settings, at least one staff trained in first aid and Professional Rescuers level of CPR/AED training is scheduled at all times on each shift.

viii. The type and number of all other staff attached to the organization are:
   1. Properly trained or credentialed in the professional field as required;
   2. Present in numbers to provide services, supports, and treatment to individuals as required; and
   3. Experienced and competent in the services, supports, and treatment they provide.

ix. The provider has procedures and practices for verifying licenses, credentials, experience and competence of staff:
   1. There is documentation of implementation of these procedures for all staff attached to the organization; and
   2. Licenses and credentials are current as required by the field.

x. The organization must have policies and procedures for protecting the safety of staff. Specific measures to ensure the safety of those staff that engage in community-based service delivery activities must be identified.

xi. The status of students, trainees, and individuals working toward licensure must be disclosed to the individuals receiving services from trainees/ interns and signatures/titles of these practitioners must also include indication of that status (i.e. S/T or ACT).

xii. Federal law, state law, professional practice acts and in-field certification requirements are followed, including but not limited to:
   1. Professional or non-professional licenses and qualifications required to provide the services offered. If it is determined that a service requiring licensure or certification by State law is being provided by an unlicensed staff, it is the responsibility of the provider to comply with DBHDD Policy regarding Professional Licensing or Certification Requirements and the Reporting of Practice Act Violations, 04-101.
   2. Laws governing hours of work such as but not limited to the Fair Labor Standards Act.

xiii. Job descriptions are in place for all personnel that include:
   1. Qualifications for the job;
   2. Duties and responsibilities;
   3. Competencies required;
   4. Expectations regarding quality and quantity of work; and
   5. Documentation that the individual staff has reviewed, understands, and is working under a job description specific to the work performed within the organization.

xiv. The provider has policies, procedures and documentation practices detailing all human resources practices, including but not limited to:
   1. Processes for determining staff qualifications including: license or certification status, training, experience, and competence.
   2. Processes for managing personnel information and records including but not limited to:
      a. Criminal records checks (including process for reporting CRC status change); and
      b. Driver's license checks.
   3. Provisions for and documentation of:
      a. Timely orientation of personnel and development;
      b. Periodic assessment and development of training needs;
      c. Development of activities responding to those needs; and
      d. Annual work performance evaluations.

4. Provisions for sanctioning and removal of staff when:
    a. Staff are determined to have deficits in required competencies; and
    b. Staff is accused of abuse, neglect or exploitation.

xv. The provider details in policy by job classification:
1. Training that must be refreshed annually;
2. Additional training required for professional level staff; and
3. Additional training/recertification (if applicable) required for all other staff.

xvi. Regular review and evaluation of the performance of all staff is evident at least annually by managers who are clinically, administratively, and experientially qualified to conduct evaluations.

xvii. It is evident that the provider demonstrates administration of personnel policies without discrimination.

xviii. Direct crisis service professionals receive Deaf Crisis Services Training within 60 (sixty) days of the start of their hire. In addition, all direct crisis service professionals receive refresher training on an annual basis, thereafter. [Training Requests are emailed to DeafServices@dbhdd.ga.gov with "Deaf Crisis Services Training" in the subject line to schedule training].

xix. All staff, direct support volunteers, and direct support consultants shall be trained and show evidence of competence as indicated in the below chart titled Training Requirements for all Staff, Direct Support Volunteers, and Direct Support Consultants:

Training Requirements for all Staff, Direct Support Volunteers, and Direct Support Consultants
Orientation requirements are specified for all staff and are provided prior to direct contact with individuals and are as follows:
•The purpose, scope of services, supports, and treatment offered including related policies and procedures;
•HIPAA and Confidentiality of individual information, both written and spoken;
•Rights and Responsibilities of individuals;
•Requirements for recognizing and reporting suspected abuse, neglect, or exploitation of any individual: oTo the DBHDD; oWithin the organization; oTo appropriate regulatory or licensing agencies; and, oTo law enforcement agencies.
Within the first sixty (60) days from date of hire, all staff having direct contact with individuals shall receive the following training including, but not limited to:
•Person centered values, principles and approaches;
•A holistic approach to treatment of the individual;
•Medical, physical, behavioral and social needs and characteristics of the persons served;
•Human rights and responsibilities (*);
•Promoting positive, appropriate and responsive relationships with persons served, their families and stakeholders;
•The utilization of: oCommunication Skills (*); oCrisis intervention techniques to de-escalate challenging and unsafe behaviors (*); and oNationally benchmarked techniques for safe utilization of emergency interventions of last resort (if such techniques are permitted the purview of the organization).
•Ethics, cultural preferences and awareness;
•Fire safety (*);
•Emergency and disaster plans and procedures (*);
•Techniques of Standard Precautions, including: oPreventative measures to minimize risk of HIV; oCurrent information as published by the Centers for Disease Control (CDC); and oApproaches to individual education.
•Current CPR/AED through the American Heart Association, Health & Safety Institute, or the American Red Cross.

o All medically licensed staff (nurses, physicians, psychiatrists, dentists, and CNAs) are required to have the Professional Rescue level of training (Basic Life Support for Healthcare Providers and AED or CPR/AED for the Professional Rescuer). o All other staff must have the Lay Rescuers level of training (Heartsaver CPR and AED or CPR/AED). o Staff working in CLAs must have professional rescuers level of training. o All CPR/AED training, regardless of level, includes both written and hands-on competency training.
• First aid and safety training is required for all staff as indicated above with the exception of medically licensed staff (i.e. nurses, physicians, psychiatrists, dentists, and CNAs);
• Specific individual medications and their side effects (*);
• Services, support, and treatment specific topics appropriate persons served, such as but not limited to: o Symptom management; o Principles of recovery relative to individuals with mental illness; o Principles of recovery relative to individuals with addictive disease; o Principles of recovery and resiliency relative to children and youth; and o Relapse prevention.
A minimum of 16 hours of training must be completed annually to include the trainings noted by an asterisk (*) above

2. Approved Behavioral Health Practitioners

The below table outlines the requirements of the approved behavioral health practitioners. Abbreviations for credentials recognized in the Practitioner Level system are noted below. These approved abbreviations must be on the signature lines in documentation where credentials are required (i.e. orders for services, progress notes, etc.). For those staff members (PP, CPS, S/T, etc.) whose practitioner level is affected by a degree, the degree initials must also be included. For example, if a Paraprofessional is working with an applicable Bachelor of Arts degree, he or she would include "PP, BA" as his or her credentials.

Professional Title & Abbreviation for Signature Line	Minimum Level of Education/Degree / Experience Required	License/ Certification Required	Requires Supervision?	State Code
Physician (M.D., D.O., etc.)	Graduate of medical or osteopathic college	Licensed by the Georgia Composite Board of Medical Examiners	No. Additionally, can supervise others	43-34-20 to 43-34-37
Psychiatrist (M.D., etc.)	Graduate of medical or osteopathic college and a residency in psychiatry approved by the American Board of Psychiatry and Neurology	Licensed by the Georgia Composite Board of Medical Examiners	No. Additionally, can supervise others	43-34-20 to 43-34-37
Physician's Assistant (PA)	Completion of a physician's assistant training program approved by the Georgia Composite Board of Medical Examiners -- at least 1 year of experience in behavioral healthcare required to supervise CPRP, CPS, or PP staff	Licensed by the Georgia Composite Board of Medical Examiners	Physician delegates functions to PA through Board-approved job description.	43-34-100 to 43-34-108
Advanced Practice Registered Nurse (APRN): Clinical Nurse Specialist/Psychiatric-Mental Health (CNS-PMH) and Nurse Practitioner (NP)	R.N. and graduation from a post-basic education program for Nurse Practitioners Master's degree or higher in nursing for the CNS/PMH -- Nurse Practitioners must have at least 1 year of experience in behavioral healthcare to supervise CPRP, CPS, or PP staff	Current certification by American Nurses Association, American Nurses Credentialing Center or American Academy of Nurse Practitioners and authorized as an APRN by the Georgia Board of Nursing	Physician delegates advanced practice functions to APRN, CNS-PMH, NP through Board-approved nurse protocol agreements.	43-26-1 to 43-26-13, 360-32
Licensed Pharmacist (LP)	Graduated and received an undergraduate degree from a college or school of pharmacy; completed a Board-approved internship and passed an examination.	Licensed by the Georgia State Board of Pharmacy	No	26-4
Registered Nurse (RN)	Georgia Board of Nursing-approved nursing education program -- at least 1 year of experience in behavioral healthcare required to supervise CPRP, CPS, or PP	Licensed by the Georgia Board of Nursing	By a physician	43-26-1 to 46-23-13
Licensed Practical Nurse (LPN)	Graduation from a nursing education program approved by the Georgia Board of Licensed Practical Nursing.	Licensed by Georgia Board of Licensed Practical Nursing	By a Physician or RN	43-26-30 to 43-26-43
Licensed Dietician (LD)	- Bachelor's degree or higher with a degree in dietetics, human nutrition, food and nutrition, nutrition education or food systems management.	Licensed by Georgia Board of Licensed Dieticians	No	43-11A-1 to 43-11A-19

Professional Title & Abbreviation for Signature Line	Minimum Level of Education/Degree / Experience Required	License/ Certification Required	Requires Supervision?	State Code
	- Satisfactory completion of at least 900 hours of supervised experience in dietetic practice			
Qualified Medication Aide (QMA)	Completion of a prescribed course conducted by the Georgia Department of Technical and Adult Education and pass examination for qualified medication aides approved by the Georgia Board of Licensed Practical Nursing.	Certified by the Georgia Board of Licensed Practical Nursing	Supervised by RN performing certain medication administration tasks as delegated by RN or LPN.	43-26-50 to 43-26-60
Psychologist (PhD or PsyD)	Doctoral Degree	Licensed by the Georgia Board of Examiners of Psychologists	No. Additionally, can supervise others	43-39-1 to 43-39-20
Licensed Clinical Social Worker (LCSW)	Master's degree in Social Work plus 3 years' supervised full-time work in the practice of social work after the Master's degree.	Licensed by the Georgia Composite Board of Professional Counselors, Social Workers, and Marriage and Family Therapists	No. Additionally, can supervise others	43-10A
Licensed Professional Counselor (LPC)	Master's degree	Licensed by the Georgia Composite Board of Professional Counselors, Social Workers, and Marriage and Family Therapists	No. Additionally, can supervise others	43-10A
Licensed Marriage and Family Therapist (LMFT)	Master's degree	Licensed by the Georgia Composite Board of Professional Counselors, Social Workers, and Marriage and Family Therapists	No. Additionally, can supervise others	43-10A
Licensed Master's Social Worker (LMSW)	Master's degree in Social Work	Licensed by the Georgia Composite Board of Professional Counselors, Social Workers, and Marriage and Family Therapists	Works under direction and supervision of an appropriately licensed/credentialed professional.	43-10A
Associate Professional Counselor (May be noted as LAPC and APC)	Master's degree	Licensed by the Georgia Composite Board of Professional Counselors, Social Workers, and Marriage and Family Therapists	Works under direction and supervision of an appropriately licensed/credentialed professional	43-10A
Associate Marriage and Family Therapist (May be noted as LAMFT and AMFT)	Master's degree	Licensed by the Georgia Composite Board of Professional Counselors, Social Workers, and Marriage and Family Therapists	Works under direction and supervision of an appropriately licensed/credentialed professional	43-10A

Professional Title & Abbreviation for Signature Line	Minimum Level of Education/Degree / Experience Required	License/ Certification Required	Requires Supervision?	State Code
Certified Clinical Alcohol and Drug Counselor (CCADC)	Master's degree; Also requires minimum of 2 years or 4,000 hours experience in direct alcohol and drug abuse treatment with individual and/or group counseling and a total of 270 hours of addiction-specific education and 300 hours of supervised training.	Certification by the Alcohol and Drug Certification Board of Georgia; International Certification and Reciprocity Consortium / Alcohol and Other Drug Abuse (IC&RC)	Services limited to those practices sanctioned by the certifying board and shall in any event be limited to the provision of chemical dependency treatment	43-10A-7
Georgia Certified Alcohol and Drug Counselor Level III (GCADC III)	Master's degree; Also must have been certified by a national organization and have taken a written and oral examination in the past and must have been continuously certified for a period of 2 years; Must meet the standards outlined in the Ga. Code rules posted on the licensing board website: Perform the 12 core functions; Education and training; Supervised practicum; Experience and supervision	Certification by the Alcohol and Drug Certification Board of Georgia (ADACB-GA)	Services limited to those practices sanctioned by the certifying board and shall in any event be limited to the provision of chemical dependency treatment	43-10A-7
Master Addiction Counselor (MAC) National Board of Certified Counselors (NBCC)	Master's Degree Documentation of a minimum of 12 semester hours of graduate coursework in the area of OR 500 CE hours specifically in addictions. Three years supervised experience as an addictions counselor at no fewer than 20 hours per week. Two of the three years must have been completed after the counseling master's degree was conferred. A passing score on the Examination for Master Addictions Counselors (EMAC).	Certification by the National Board if Certified Counselors (NBCC) Nationally Certified Counselor (NCC) credential – must be Licensed by the Georgia Composite Board of Professional Counselors, Social Workers, and Marriage and Family Therapists	Services limited to those practices sanctioned by the certifying board and shall in any event be limited to the provision of chemical dependency treatment.	43-10A-7
Master Addiction Counselor, (MAC) through National Association of Alcohol and Drug Counselors, (NAADC)	Master's degree; 500 contact hours of specific alcoholism and drug abuse counseling training). Three years full-time or 6,000 hours of supervised experience, two years or 4,000 hours of which must be post master's degree award. Passing score on the national examination for the MAC.	Certification by the National Association Alcohol & Drug Counselors' Current state certification /licensure in alcoholism and/or drug abuse counseling. Passing score on the national examination for the MAC.	Services limited to those practices sanctioned by the certifying board and shall in any event be limited to the provision of chemical dependency treatment	43-10A-7
Certified Alcohol and Drug Counselor (CADC)	Bachelor' s degree; Also requires minimum of 2 years or 4,000 hours experience in direct alcohol and drug abuse treatment with individual and/or group counseling and a total of 270 hours of addiction-specific education and 300 hours of supervised training.	Certification by the Alcohol and Drug Certification Board of Georgia (ADACB-GA) International Certification and Reciprocity Consortium / Alcohol and Other Drug Abuse (IC&RC)	Services limited to those practices sanctioned by the certifying board and shall in any event be limited to the provision of chemical dependency treatment.	43-10A-7

Professional Title & Abbreviation for Signature Line	Minimum Level of Education/Degree / Experience Required	License/ Certification Required	Requires Supervision?	State Code
Georgia Certified Alcohol and Drug Counselor II (GCADC II)	Bachelor's degree; Must be certified by a national organization and have taken a written and oral examination; Must have been continuously certified for a period of 2 years; Must meet the standards outlined in the Ga. Code rules posted on the licensing board website: Perform the 12 core functions; Education and training; Supervised practicum; Experience and supervision.	Certification by the Alcohol and Drug Certification Board of Georgia (ADACB-GA).	Services limited to those practices sanctioned by the certifying board and shall in any event be limited to the provision of chemical dependency treatment.	43-10A-7
Certified Addiction Counselor, Level II (CAC-II)	Bachelor's degree; Requires 3 years of experience in practice of chemical dependency/abuse counseling; 270 hours education in addiction field; and 144 hours clinical supervision	Certification by the Georgia Addiction Counselors' Association	Services limited to those practices sanctioned by the certifying board and shall in any event be limited to the provision of chemical dependency treatment.	43-10A-7
Certified Addiction Counselor, Level I (CAC-I)	High School Diploma/Equivalent; Requires 2 years of experience in the practice of chemical dependency/abuse counseling; 180 hours education in addiction field; and 96 hours clinical supervision.	Certification by the Georgia Addiction Counselors' Association	Services limited to those practices sanctioned by the certifying board and shall in any event be limited to the provision of chemical dependency treatment, Under supervision of a Certified Clinical Supervisor.	43-10A-7
Registered Alcohol and Drug Technician I, II, III (RADT-I, RADT-II, RADT-lll)	High school diploma or its equivalent and must be enrolled in a junior college, college or university. Must document a minimum of one (1) year or two thousand (2000) hours experience of direct service (alcohol and drug counseling). Once the RADT has completed 30 college credit hours he/she is eligible to take the ICRC written exam. Upon passing the ICRC Written exam, a RADT-II certificate is issued. Once the RADT-II has completed 60 college credit hours, he/she is eligible to take the oral case presentation. Upon successful completion of the oral case presentation, receives a RADT-III certificate is issued. Upon completion of BS degree and experience a CADC will be issued	Registered/certified by the Alcohol and Drug Certification Board of	Services limited to those practices sanctioned by the certifying board and shall in any event be limited to the provision of chemical dependency treatment, Under supervision of a Certified Clinical Supervisor; CADC; CCADC, LPC, LCSW	43-10A-7

Professional Title & Abbreviation for Signature Line	Minimum Level of Education/Degree / Experience Required	License/ Certification Required	Requires Supervision?	State Code
Addiction Counselor Trainees (ACT)	High school diploma/equivalent and actively pursuing certification as CAC-I, CAC-II, RADT I, II, III; CADC or CCADC or other addiction counselor certification recognized by practice acts. Completion of Standardized Training Requirement for Paraprofessionals approved by the Department of Community Health (includes training provided by the organization and online training outlined below).	Employed by an agency or facility that is licensed to provide addiction counseling	Under supervision of a Certified Clinical Supervisor (CCS); CADC; CCADC.	
Certified Psychiatric Rehabilitation Professional (CPRP)	High school diploma/equivalent, Associates Degree, Bachelor's Degree, Graduate Degree with required experience working in Psychiatric Rehabilitation (varies by level and type of degree)	Certified by the US Psychiatric Rehabilitation Association (USPRA, formerly IASPRS)	Under supervision of an appropriately licensed/credentialed professional	
Certified Peer Specialist (CPS)	High school diploma/equivalent	Certification by the Georgia Certified Peer Specialist Project Requires a minimum of 40 hours of Certified Peer Specialist Training, and successful completion of a certification exam.	Services shall be limited to those not requiring licensure, but are provided under the supervision of an appropriately licensed/credentialed professional.	
Certified Peer Specialist-Addictive Disease(CPS-AD)	High school diploma/equivalent	Certification by the Georgia Council on Substance Abuse as a CARES (Certified Addiction Recovery Empowerment Specialist). Requires CARES Training and successful completion of a certification exam.	Services shall be limited to those not requiring licensure, but are provided under the supervision of an appropriately licensed/credentialed professional.	
Certified Peer Specialist-Whole Health (CPS-WH) (Whole Health & Wellness Coach)	High school diploma/equivalent	Certification by the Georgia Certified Peer Specialist Project Requires a minimum of 40 hours of Certified Peer Specialist Training, and successful completion of a certification exam. Additionally, this requires health training as defined by the DBHDD.	Services shall be limited to those not requiring licensure, but are provided under the supervision of an appropriately licensed/credentialed professional.	
Paraprofessional (PP)	Completion of Standardized Training Requirement for Paraprofessionals approved by the Department of Community	Completion of a minimum of 46 hours of paraprofessional training and successful completion of all written	Under supervision of an appropriately	

Professional Title & Abbreviation for Signature Line	Minimum Level of Education/Degree / Experience Required	License/ Certification Required	Requires Supervision?	State Code
	Health (includes training provided by the organization and online training outlined below.)	exams and competency-based skills demonstrations.	licensed/credentialed professional.	
Psychologist / LCSW / LPC / LMFT's supervisee/trainee (S/T)	Must meet the following: 1. Minimum of a Bachelor's degree; and 2. Completion of Standardized Training Requirement for Paraprofessionals approved by the Department of Community Health (includes training provided by the organization and online training outlined below); and; one or more of the following: a.Registered toward attaining an associate or full licensure; and/or b.In pursuit of a Master's degree that would qualify the student to ultimately qualify as a licensed practitioner; and/or c.Not registered, but is acquiring documented supervision toward full licensure (signed attestation by practitioner and supervisor to be on file with personnel office).	Under supervision in accordance with the GA Composite Board of Professional Counselors, Social Workers, and Marriage and Family Therapists or enrolled in a practicum with an accredited educational Master's degree program which provides supervision as a part of a curriculum which is the foundation toward licensure	Under supervision of a licensed Psychologist/LCSW, LPC, or LMFT in accordance with the GA Composite Board of Professional Counselors, Social Workers, and Marriage and Family Therapists or enrolled in a practicum with an accredited educational Master's degree program which provides supervision as a part of a curriculum which is the foundation toward licensure	43-10A
Vocational Rehabilitation Specialist (VS/PP or PP/VS)	Minimum of one year verifiable vocational rehabilitation experience.	Employed by a provider that is DBHDD approved to provide ACT.	Under supervision of an ACT team leader who is either a physician, psychologist, PA, APRN, RN with a 4-year BSN, LCSW, LPC, or LMFT.	

3. Documentation of Supervision for Individuals Working Towards Licensure

Psychologist/LCSW/LPC/LMFT's supervisee/trainee is defined as:
An individual with a minimum of a Bachelor's degree and one or more of the following:

1. Registered toward attaining an associate or full licensure;
2. In pursuit of a Master's degree that would qualify the student to ultimately qualify as a licensed practitioner(Psychologist, LCSW, LMFT,LPC, LMSW, AMFT, APC); and
3. Not registered, but is acquiring documented supervision toward full licensure in accordance with O.C.G.A. 43-10A-3.

These individuals must be under supervision of a licensed Psychologist, LCSW, LPC, or LMFT in accordance with the Georgia Composite Board of Professional Counselors, Social Workers, and Marriage and Family Therapists (hereafter referred to as the GA Composite Board) or enrolled in a practicum with an accredited educational Master's degree program which provides supervision as a part of a curriculum which is the foundation toward licensure.

Students and individuals who meet the definition of a Supervisee/Trainee above do not require a co-signature on progress notes unless required by the rules of the GA Composite Board.

In accordance with the GA Composite Board, interns and trainees must work under direction and documented clinical supervision of a licensed professional. Providers will be required to present documentation of supervision of Supervisee/Trainees upon request by DBHDD or the DBHDD's ASO. Supervision must be completed monthly; documentation of supervision for previous month must be in employee file by the 10th day of the following month. For example, January supervision must be recorded by February 10th.

Documentation of supervision is described by O.C.G.A. 43-10A-3 as, "a contemporaneous record of the date, duration, type (individual, paired, or group), and a brief summary of the pertinent activity for each supervision session". More information can be found online at http://sos.ga.gov/index.php/licensing/plb/43/licensure_requirements_for_professional_counselors. Documentation of supervision as defined by O.C.G.A. 43-10A-3 must be present and current in personnel record. The three specialties governed by the GA Composite Board have different supervision requirements for individuals working toward licensure and it is the responsibility of the provider to ensure that the supervision requirements specified by the Board for the specialty (professional counseling, social work or marriage and family therapy) for which the individual is working toward licensure are met.

In addition, for Supervisee/Trainees who are either:

1. In pursuit of a Master's degree that would qualify the student to ultimately qualify as a licensed practitioner(Psychologist, LCSW, LMFT,LPC, LMSW, AMFT, APC), or
2. Not registered toward attaining licensure, but is acquiring documented supervision toward full licensure in accordance with O.C.G.A. 43-10A-3 the provider will be required to present an attestation signed by both the supervisor and supervisee/trainee which either:
    a. Confirms enrollment in a practicum with an accredited educational Master's degree program which provides supervision as a part of a curriculum which is the foundation toward licensure, or
    b. Confirms that supervision is being provided towards licensure in accordance with O.C.G.A. 43-10A-3.

Documentation of Supervisee/Trainees who are receiving on-site supervision in addition to the supervision that they are receiving off-site towards their licensure must include:

1. A copy of the documentation showing supervision towards licensure, and
2. Documentation in compliance with the above-stated requirements.

For example, if a Supervisee/Trainee is working at Provider "A" as a supervisee-trainee and receiving supervision towards their licensure outside of Provider "A", the a copy of the documentation showing supervision towards licensure must be held at Provider "A".

4. Documentation of Supervision of Addiction Counselor Trainees

Addiction Counselor Trainees may provide certain services under Practitioner Level 5 as noted in the applicable Service Guidelines. The definition of Addiction Counselor Trainee (ACT) is "an individual who is actively seeking certification[2] as a CADC, CCADC, CAC II or MAC and is receiving appropriate Clinical Supervision". An ACT may perform counseling as a trainee for a period of up to 3 years if they meet the requirements in O.C.G.A. 43-10A. This is limited to the provision of chemical dependency treatment under direction and supervision of a clinical supervisor approved by the certification body under which the trainee is seeking certification. Providers should refer to O.C.G.A. 43-10A-3 for the definitions of "direction" and "supervision".

The Addiction Counselor Trainee Supervision Form[3] and supporting documentation indicating compliance with the below requirements must be provided for all services provided by an ACT. The following outlines the definition of supervision and requirements of clinical supervision:

- Supervision means the direct clinical review, for the purpose of training or teaching, by a supervisor of a specialty practitioner's interaction with an individual. It may include, without being limited to, the review of case presentations, audio tapes, video tapes, and direct observation in order to promote the development of the practitioner's clinical skills.
- Monthly Staff Supervision form must be present and current in personnel record. Supervision must be completed monthly; supervision form for previous month must be in employee file by the 10th day of the following month. For example, January supervision must be recorded by February 10th.
- Evidence must be available to show that supervising staff meet qualifications:
- The following credentials are acceptable for Clinical Supervision: CCS; CADC; CCADC; CAC II; MAC or LPC/ LCSW/LMFT who have a minimum of 5 hours of Co-Occurring or Addiction specific Continuing Education hours per year; certification of attendance/completion must be on file.
- The ACT must have a certification test date that is within 3 years of hire as an ACT, and;
- The ACT may not have more than 3 years of cumulative experience practicing under supervision for the purpose of addiction certification, per GA Rule 43-10A; and
- ACT must have a minimum of 4 hours of documented supervision monthly – this will consist of individual and group supervision.

The DBHDD has added specificity regarding the supervision of these practitioners due to the volume of practice provided by LCSW/LPC/LMFT's supervisee/trainees and Addiction Counselor Trainees. Psychologists in training must adhere to the supervision requirements outlined in the Official Code of Georgia.

[2] Persons actively seeking certification are defined as: Persons who are training to be addiction counselors but only when such persons are: employed by an provider or facility that is licensed to provide addiction counseling; supervised and directed by a supervisor who meets the qualifications established by the certifying body; actively seeking certification, i.e. receiving supervision & direction, receiving required educational experience, completion of required work experience. (Georgia Rule 43-10A)

[3] The Addiction Counselor Trainee Supervision Form can be found in Appendix D of this Manual.

5. Standard Training Requirement for Paraprofessionals

Overview

In addition to the training requirements defined in this document, the DBHDD requires that all behavioral health paraprofessionals complete the Standard Training Requirement. These trainings provide useful information necessary to fulfill requirements for delivering DBHDD behavioral health services and supports, while also providing paraprofessionals with access to information that will help them be more effective on the job. Demonstrated mastery of each topic area within the Standard Training Requirement is necessary in order for paraprofessionals to provide both state-funded and Medicaid-reimbursable behavioral health services.

The Standard Training Requirement for Paraprofessionals requires that paraprofessionals complete provider-based training as well as targeted, online trainings. In total, each paraprofessional must complete 46 hours of training (29 hours via online courses and 17 hours provided by the provider). In addition, a set number of training hours must be dedicated to specific subject areas. The number of required training hours is by subject area is outlined below. See chart on following page for additional detail.

Subject Area	TOTAL Required Hours	Required via Online Courses	Required via Provider-Based Training
Corporate Compliance	2	1	1
Cultural Competence	2	2	
Documentation	5	3	2
First Aid and CPR	6	0	6
Mental Illness – Addictive Disorders	8	8	0
Pharmacology & Medication Self-Admin	2	2	0
Professional Relationships	2	2	0
Recovery Principles	2	2	0
Safety/ Crisis De-escalation	10	4	6
Explanation of Services	1	0	1
Service Coordination	4	3	1
Suicide Risk Assessment	2	2	0
Total Required Hours	46	29	17

At this time, there is no annual or continued training requirement related to the Standard Training Requirement for Paraprofessionals. However, it should be noted that all providers must comply with all training requirements outlined within this Manual.

Required Online Courses for Paraprofessionals

The required online training hours and education component must be completed through the DBHDD provided online courses. Provider agencies have two options to go about accessing the required online courses:

Option 1: DBHDD Online Courses

All behavioral health providers who have an executed contract or agreement with DBHDD have free, 24/7 access to course content at http://georgiamhad.training.reliaslearning.com/. For this option, in order to gain initial access to the online courses, providers must designate a Standard Training Requirement (STR) liaison to assign paraprofessionals for the online training. The liaison plays a key role in the successful use of the online curriculum. The liaisons have supervisor rights and can add and delete learners from the system. The liaisons may also assign courses in the Learning Catalog based on the particular need within their organization. Your organization may decide to allow learners to choose their own courses within the required topic areas or to assign learners to complete particular courses that best fit your organization's needs. Providers must ensure that the online courses assigned will meet compliance with the required number of hours per Subject Area (above). Once the paraprofessional has been given a username and password by the provider's liaison, s/he can go online and access the available courses and exams in the learning catalog.

Option 2: Individual Provider Essential/Relias Learning System

DBHDD provider agencies that hold separate contracts with Essential/Relias Learning[4] may request to house Georgia DBHDD-specific courses and related employee records on their own Essential/Relias Learning systems, rather than using the DBHDD online system. To use this option, approval must be given for providers to have access to the DBHDD approved course that were modified by Georgia DBHDD to reflect Georgia DBHDD policies and procedures. Although the courses may change in the future, the list of courses modified by Georgia DBHDD for this purpose are indicated by an asterisk (*) in Appendix 1.

By notifying DBHDD of their intention to utilize their own Essential/Relias Learning system rather than the DBHDD system, the provider agency is agreeing to the following stipulations:

1.The provider agency must ask for permission before being allowed access to the DBHDD courses. Access is arranged by UGA's the Carl Vinson Institute of Government (UGA/CVIOG).

2.The provider agency must let their users (employees) know that their Essential/Relias Learning training records are being held by the provider agency and not by DBHDD or UGA/CVIOG.

3.Because their training records are being held by the provider agency and not by DBHDD or UGA/CVIOG, it will take longer to transfer training records between employers as Essential/Relias Learning will be required to transfer records between systems.

4.It is the provider agency's complete and total responsibility to keep course offerings current as designated in the DBHDD Provider Manual for Community Behavioral Health Providers. Auditing will continue to be conducted based on the requirements specified in the Provider Manual.

The chart in Appendix 1 below displays the courses available within the Standard Training Requirement for Paraprofessionals which may be satisfied via the online training. A total of 29 hours of online training is required to fulfill the training requirement and many subjects offer several courses that can meet the criteria.

[4] Essential/Relias Learning is the vendor who provides the online courses under contract with DBHDD. Though the name of Essential Learning has changed to Relias, the course selection has remained available.

Providing Services as a Paraprofessional

The following individuals must complete the Standard Training Requirement in order to provide services as a Paraprofessional:

1. Individuals who are not licensed or do not hold an approved credential, regardless of education level. For example, an individual with a Masters in Social Work but not a license would need to complete the Standard Training Requirement.
2. Contract employees providing outsourced services who fall within the paraprofessional criterion.
3. Individuals who have not yet completed the certification process to be Certified Peer Specialists.
4. Individuals who may be eligible in the future to be licensed or certified but who are not yet licensed or certified.
5. Individuals providing Psychiatric Residential Treatment Facility services but not staff providing services through foster care, Intensive Community Support Program, and child & adolescent group homes.
6. Individuals who are working towards licensure and meet the qualifications of a Supervisee/Trainee must also complete the Standard Training Requirement.

Paraprofessional staff members must complete the Standard Training Requirements within the new hire orientation guidelines for their organization but no later than 90 days after hire. Staff may provide and bill for services during this 90 days. If the Standard Training Requirement is not completed after 90 days, the individual may not bill until s/he fulfills the requirement. Any services that are provided outside of the 90 day grace period by an uncertified paraprofessional are subject to recoupment.

If an individual would like to bill a service for which they are not an approved practitioner, s/he may bill as a paraprofessional (providing that a paraprofessional is an approved practitioner). In order to do so s/he must have completed the Standard Training Requirement. When documenting this service, the noted credential of the practitioner must match the practitioner level billed. For example, if an LPN would like to provide Community Support (a service for which s/he is not an approved practitioner), s/he could bill as a paraprofessional and would therefore need to be in compliance with the Standard Training Requirement. The LPN would document his/her credentials as "LPN and PP" when billing at the paraprofessional rate.

Documentation for the Standard Training Requirement

Documentation of compliance must be available for each paraprofessional. An orientation agenda/checklist/spreadsheet with the name of the employee, date of topic, training, and number of hours must be available and is required for audit purposes. Proof of course completion must be kept in a personnel file for both provider-based training as well as online training. This may be documented via a certificate or transcript generated online by Essential/Relias Learning or by the "live" course provider.

Auditors may verify the information provided on the tracking sheet by viewing the training certificates. If this information is not available, services billed by the paraprofessional will be subject to recoupment. The date of hire must also be available for review.

If further questions or clarifications are needed regarding the Standard Training Requirement, please email questions to: DBHDDLearning@dbhdd.ga.gov.

Subject Area	Courses available to fulfill online training requirement	Online Hours available per Course
Corporate Compliance (Must complete at least 1 hour of online training)	Corporate Compliance and Ethics for Paraprofessionals	1
Cultural Competence (Must complete at least 2 hours of online training)	Cultural Diversity *	1
	Cultural Issues in Mental Health Treatment for Paraprofessionals*	3
Documentation (Must complete at least 3 hours of online training)	Essential Components of Documentation for Paraprofessionals	6
Mental Illness – Addictive Disorders (Must choose at least 8 hours of online training)	Bipolar Disorder in Children and Adolescents*	1
	Depressive Disorder in Children and Adolescents*	3
	Overview of Bipolar Disorder for Paraprofessionals	2
	Mental Health Issues in Older Adults for Paraprofessionals*	2
	Mood Disorders in Adults – A Summary for Paraprofessionals	1
	Overview of Family Psychoeducation – Evidenced Based Practices*	1.5
	Defining Serious Persistent Mental Illness and Recovery	2
	People with Serious Mental Illness for Paraprofessionals*	3
	Understanding Schizophrenia for Paraprofessionals*	2
	Alcohol and the Family for Paraprofessionals*	2.5
	Understanding the Addictive Process: An Overview for Paraprofessionals*	2
	Co-Occurring Disorders: An Overview for Paraprofessionals	1.5
Pharmacology and Medication Self Admin (Must choose at least 2 hours of online training)	Overview of Medications for Paraprofessionals	2
	Medication Administration & Monitoring for Paraprofessionals	4
Professional Relationships (Must complete at least 2 hours of online training)	Therapeutic Boundaries for Paraprofessionals*	2.5
Recovery Principles (Must choose at least 2 hours of online training)	WRAP – One on One*	3
	Path to Recovery*	2
Safety/Crisis De-escalation ((Must complete at least 4 hours of online training)	Abuse, Neglect and Incident Reporting for Paraprofessionals	1
	Crisis Management for Paraprofessionals*	3
Service Coordination (Must choose at least 3 hours of online training)	Case Management for Paraprofessionals	3
	Coordinating Primary Care for Needs of Clients (for) Paraprofessionals	7.5
	Supported Employment – Evidenced Based Practices*	6
Suicide Risk Assessment (Must choose at least 2 hours of online training)	In Harm's Way: Suicide in America	1
	Suicide Prevention*	2
	Suicide: the Forever Decision*	3
Total Hours of Available Course Content		75

*: Online courses that may be accessed and housed by providers that have a separate contract with Essential/Relias Learning per the above requirements.

COMMUNITY SERVICE REQUIREMENTS FOR ALL PROVIDERS

SECTION III: DOCUMENTATION REQUIREMENTS

1. OVERVIEW OF DOCUMENTATION

The individual's record is a legal document that is current, comprehensive and includes those persons who are assessed, served, supported, or treated. There are three fundamental components of consumer-related documentation. These include assessment and reassessment; treatment/supports planning; and progress notes. These components are independent and yet must be inter-related in order to create a sound medical record. The documentation guidelines outlined herein do not supersede service-specific requirements. This Provider Manual may list additional requirements and standards which are service-specific; when there is a conflict, providers must defer to those requirements which are most stringent.

A. Information in the record must be:
   i. Organized, Complete, Current, Meaningful, and Succinct; and
   ii. Written in black or blue ink (red ink may be used to denote allergies or precautions);

B. All medical record documentation shall include the practitioner's printed name as listed on his or her practitioner's license[5].

C. At a minimum, the individual's information shall include:
   i. The name of the individual, precautions, allergies (or no known allergies - NKA) and "volume #x of #y" on the front of the record. Note that the individual's name, allergies and precautions must also be flagged on the medication administration record;
   ii. Individual's identification and emergency contact information;
   iii. Medical necessity of the service is supported;
   iv. Financial and insurance information necessary for adherence to Policy 01-106;
   v. Rights, consent and legal information including but not limited to:
      1. Consent for service;
      2. Release of information documentation;
      3. Any psychiatric or other advanced directive;
      4. Legal documentation establishing guardianship;
      5. Evidence that individual rights are reviewed at least one time a year;
      6. Evidence that individual responsibilities are reviewed at least one time a year; and
      7. Legal status as it relates to Title 37.
   vi. Pertinent medical information;
   vii. Records or reports from previous or other current providers;
   viii. Correspondence.
   ix. Frequency and style of documentation are appropriate to the frequency and intensity of services, supports, and treatment and in accordance with the Service Guideline

[5] It is acceptable that the initials can be used for first and middle names. The last name must be spelled out and each of these must correlate with the names on the license. This is an effort to ensure that a connection can be made between the printed/stamped name on the chart entry and a license.

x. Clear evidence that the services billed are the services provided;
xi. Documentation includes record of contacts with persons involved in other aspects of the individual's care, including but not limited to internal or external referrals;
xii. For individuals who are deaf, deaf-blind, and hard of hearing, communication documentation includes:
    a. Communication Assessment Report (CAR) from the DBHDD Office of Deaf Services (which carries the weight of a service Order);
    b. Action plan for implementing required communication accommodations from the CAR; and
    c. Record of communication accommodations provided.
xiii. There is a process for ongoing communication between staff members working with the same individuals in different programs, activities, schedules or shifts.

D. Individual records must be maintained onsite (DBHDD approved service locations) for review for a minimum of 90 days following the last date of service or discharge date as identified by the authorization for the individual served[6].

E. All signatures (and initials, where appropriate) must be original, belong to the person creating the signature or initials. Signatures (and initials, where appropriate) must be dated by the person signing or initialing to reflect the date on which the signature/initials occurred (e.g., no backdating, no postdating, etc.).

2. ASSESSMENT

Individualized services, supports, care and treatment determinations are made on the basis of an assessment of needs with the individual. The individual must be informed of the findings of the assessments in a language he or she can understand.

A. Completion of an initial ANSA/CANS assessment is required within the first 30 days of intake into all behavioral health services types, excluding CSC, CSU, and Mobile Crisis Response. Ongoing ANSA/CANS assessments are to be completed as demanded by changes with an individual, as needed for reauthorization of services, and upon discharge.

B. Assessments must include but are not limited to the following:
    i. Justification of elements which support diagnosis;
    ii. Summary of central themes of presenting symptoms/needs and precipitating factors;
    iii. Individual strengths, needs, abilities, and preferences;
    iv. Individual's hopes and dreams, or personal life goals;
    v. Individual's Perception of the issue(s) of concern;
    vi. Prior treatment and rehabilitation services used and outcomes of these services;
    vii. Interrelationship of history and assessments;
    viii. Preferences for treatment, individual choice and hopes for recovery;
    ix. An assessment for co-occurring disorders;

[6] For audit purposes, records must be presented within the timeframes indicated in the ASO Quality Management Program Appendix for Quality Reviews Behavioral Health and IDD Quality Review Process Handbook; records not submitted within stated timeframes will not be accepted by the auditors for review. Additional information related to audit procedures can be found in this Handbook available online at The Georgia Collaborative ASO website at http://www.georgiacollaborative.com/providers/prv-BH.html.

x. Barriers impacting prospects for stabilization and recovery;
xi. Current issues placing an individual most at risk;
xii. How needs are to be prioritized and addressed;
xiii. What interventions are needed, when, how quickly, in what services and settings, length of stay, and with what provider(s);
xiv. The step-down services;
xv. Biopsychosocial assessment;
xvi. Integrated/interpretive summary;
xvii. A current health status report, medical history, and medical screening;
xviii. Suicide risk assessment;
xix. Appropriate diagnostic tools such as impairment indices, psychological testing, or laboratory tests;
xx. Social and Family history;
xxi. School records (for school age individuals);
xxii. Collateral history from family or persons significant to the individual, if available.
xxiii. Review of legal concerns including:
    1. Advance directives;
    2. Legal competence;
    3. Legal involvement of the courts;
    4. Legal status as it relates to Title 37; and
    5. Legal status as adjudicated by a court.

C. Additional assessments should be performed or obtained by the provider if required to fully inform the services, supports, and treatment provided. These may include but are not limited to:
    i. Assessment of trauma or abuse;
    ii. Functional assessment;
    iii. Cognitive assessment;
    iv. Behavioral assessments;
    v. Spiritual assessment;
    vi. Assessment of independent living skills;
    vii. Cultural assessment;
    viii. Recreational assessment;
    ix. Educational assessment;
    x. Vocational assessment; and
    xi. Nutritional assessment;

3. DIAGNOSIS

A. A verified diagnosis is defined as a behavioral health diagnosis that has been provided following a face-to-face (to include telemedicine) evaluation by a professional identified in O.C.G.A Practice Acts as qualified to provide a diagnosis. These include a Licensed Psychologist, a Licensed Clinical Social Worker, a Physician, or a Physician Assistant or APRN (NP and CNS-PMH) working in conjunction with a physician with an approved job description or protocol.

B. Specific to Non-Intensive Outpatient services, for any individual newly presenting to a provider, a Diagnostic Impression is allowed for 30 days after the initial engagement with the individual. The initial engagement is defined as the first encounter with the indivdiual for service. After 30 days, the individual must have a verified diagnosis in order to justify planned services against the diagnostic criteria and to continue services. [NOTE: Specialty services generally require verified diagnoses prior to admission].

C. The diagnosing professional may rely on assessment information provided by other professionals and collateral informants, as permitted by the individual, but a face-to-face interaction by the diagnosing professional is essential. A signature by such a person on documentation leading to or supporting a diagnostic impression does not meet this requirement of performing an assessment adequate to support assigning a behavioral health diagnosis.

D. At a minimum, all diagnoses must be verified annually by a licensed psychologist, licensed clinical social worker, medical doctor, APRN, or Physician Assistant. When diagnosing individuals who are deaf, deaf-blind, or hard of hearing, the diagnosing professional shall demonstrate training, supervision, and/or consultation with a qualified professional as approved by DBHDD Deaf Services.

E. For any diagnoses that are valid for less than one year, an assessment must be completed more often as indicated in the current DSM. If this requirement is not met due to individual refusal or choice, documentation in the record must reflect this.

F. Documentation of initial and annually verified diagnosis/diagnoses must[7]:

   i. Reflect the steps taken by the qualified professional to determine the diagnosis and include necessary information to support the diagnosis gained from a face-to-face, clinical assessment of the individual;
      a. Note: If the verified diagnosis is provided by a qualified practitioner/provider who is external to the provider, the validation of the face-to-face nature of that diagnosis determination is not required.
   ii. Clearly indicate the diagnosis or diagnoses and include a summary of findings to include any supporting documentation;
   iii. The diagnosing practitioner's printed name as listed on license;
   iv. His/her credential(s);
   v. Date of diagnosis; and
   vi. Signature of the practitioner.
      a. As defined in Part I, Section I of this Provider Manual a diagnostic impression is sufficient for immediate engagement into services. Diagnostic impressions may be provided by those professionals or paraprofessionals who are permitted to provide the Behavioral Health Assessment service.
      b. Any diagnostic documentation or procedures that do not conform to the above requirements and O.C.G.A. Practice Acts may result in revocation of authorization.

[7] Applicable to diagnoses provided both internal and external to the provider unless otherwise noted.

c. While DBHDD generally sets its eligibility and medical necessity criteria and language herein in accordance with the most current version of the DSM, it is also acceptable to utilize an ICD diagnosis as an acceptable diagnosis in the medical record.

d. A list of valid ICD-10 diagnosis codes for claim submission are outlined in Appendix C. Providers will note that there are additional codes that are acceptable for claims that are not valid codes for authorization purposes. This flexibility was included as providers may not know all possible diagnoses at the point in time of authorization. There may be diagnoses being treated that are appropriate for billing that are not on the authorization.

4. ORDER/RECOMMENDATION FOR COURSE OF TREATMENT[8]

A. All services must be recommended ("ordered") by a physician or other appropriately licensed practitioner. The practitioner(s) authorized to recommend/order specific services may be found within Part I, Section IV of this Provider Manual.

B. Orders may exist across multiple authorizations.

C. The recommendation/order for a course of treatment must specify each service to be provided and shall be reviewed and signed by the appropriately licensed practitioner(s) on or before the initial date of service.

D. There are two formats that may be used for writing a recommendation/order:
   i. An individualized recovery/resiliency plan (IRP) which fulfills the required components listed below, can be used as a recommendation/order for the applicable authorization period for services indicated within the plan.
   ii. A stand-alone recommendation/order in the medical record which fulfills the required components listed below.

E. Required Components of the recommendation/order include:
   i. Individual name;
   ii. All services recommended as a course of treatment/ordered as indicated by Service Description as listed in the current DBHDD Provider Manual (see C. above);
   iii. Signature and credentials[9] of appropriately licensed practitioner(s);
   iv. Printed or stamped name and credentials of appropriately licensed practitioner(s);
   v. Date of signature(s). Dates written to indicate the date of a signature may only be dated by the signer; and
   vi. Duration of the order for the particular service, not to exceed one year from the order date.

F. When more than one physician is involved in an individual's treatment, there is evidence that a RN or MD has reviewed all in-field information to assure there are no contradictions or inadvertent contraindications within the services and treatment orders or plan.

G. Should the recommendation for course of treatment (order) cross multiple pages in a paper record, the provider is responsible for ensuring that it is clear that the additional pages are a continuation of the order. For example, in a 2 page order, page 2 must contain the name of the individual, a page number, and indication that the signature of the practitioner indicates authorization for services as noted on page 1.

H. Recommendation for course of treatment ("orders") may be made verbally. This required components of the verbal recommendation/order include:
   i. The provider must have policies and procedures which govern procedures for verbal orders;

[8] Note that the following requirements apply only to recommendation/orders for services as defined in Part I of this Provider Manual. Requirements regarding orders for medication and procedures can be found in Section I of these Community Service Requirements for All Providers.

[9] See Section II of the Community Service Standards for All Providers for additional information regarding credentials.

ii. Recommendations/Orders must be documented in the medical record and include:
    1. Individual name;
    2. All services recommended as a course of treatment/ordered as indicated by official Group Name as listed in the current DBHDD Provider Manual;
    3. Printed or stamped name and credentials of appropriately licensed practitioner(s) recommending service;
    4. Date of verbal order(s); and
    5. Printed or stamped name, credentials, original signature, and date signed by the staff member receiving the verbal order. Provider's policy must specify which staff can accept verbal orders for services.

iii. Verbal orders must be authenticated by the ordering practitioner's signature within seven (7) calendar days of the issuance of orders. This may be an original signature or faxed signed order.

iv. Faxed orders signed by the ordering practitioner are acceptable and a preferred alternative to verbal orders. The fax must be dated upon receipt and contain Required Components 1-5 above.

5. INDIVIDUALIZED RECOVERY/RESILIENCYPLANNING

Recovery/Resiliency planning documentation is included in the individual's Individualized Recovery/Resiliency Plan (IRP). The IRP planning is intended to develop a plan which focuses on the individual's hopes, dreams and vision of a life well-lived. Every record must contain an IRP in accordance with content set forth in this Manual. The IRP should be reviewed frequently and evolve to best meet the individual's needs. This plan sets forth the course of services by integrating the information gathered from the current assessment, status, functioning, and past treatment history into a clinically sound plan.

A. An individualized resiliency/recovery plan is developed with the guidance of an in-field professional. The individuals direct decisions that impact their lives. Others assisting in the development of the IRP are persons who are:
    i. Significant in the life of the individual and from whom the individual gives consent for input;
    ii. Involved in formal or informal support of the individual and from whom the individual gives consent for input; and
    iii. Will deliver the specific services, supports, and treatment identified in the plan. For individuals with coexisting, complex and confounding needs, cross disciplinary approaches to planning should be used;

B. Individualized Recovery/Resiliency Planning must:
    i. Be driven by the individual and focused on outcomes the individual wishes to achieve;
    ii. Identify and prioritize the needs of the individual;
    iii. Be fully explained to the individual using language he or she can understand and agreed to by the individual;
    iv. Document by individual signature and/or, when applicable, guardian signature that the individual served is an active participant in the planning and process of services (to the degree to which that is possible). Subsequent changes to the plan must also document individual and/or guardian signature via dated initials;
    v. State goals which will honor achievement of stated hopes, choice, preferences, and desired outcomes of the individual and/or family;
    vi. Assure goals/objectives are:
        1. Related to assessment/reassessment;
        2. Designed to ameliorate, rectify, correct, reduce or make symptoms manageable; and
        3. Indicative of desired changes in levels of functioning and quality of life to objectively measure progress.

vii. Define goals/objectives that are individualized, specific and measurable with achievable timeframes;
viii. Detail interventions which will assist in achieving the outcomes noted in the goals/objectives;
ix. Identify and select services and interventions of the right duration, intensity and frequency to best accomplish these objectives;
    1. Be reflective of the interventions of the right duration, intensity and frequency to best accomplish the stated objectives. It is expected service provision is provided as outlined within this plan of care and that updates to the recovery/resiliency plan will be made should the individual's needs change.
        a. Crisis Intervention is an exception to the requirements above, in that: The Individualized Recovery/Resiliency Plan may indicate that the Crisis Intervention service is provided *as needed*. If Crisis Intervention is a part of the services outlined in the IRP, it is expected that a Crisis Plan be developed and in place in order to direct the crisis service. The Crisis Plan must conform to standards set forth in this manual.
x. Identify staff responsible to deliver or provide the specific service, support, and treatment. Identification of staff can be broadly defined such as "physician," "therapist," "paraprofessional," "PSR team," etc.;
xi. Assure there is a goal/objective that is consistent with the service intent;
xii. Identify frequency and duration of services which are set to achieve optimal results with resource sensitive expenditures;
xiii. Include a projected plan to modify or decrease the intensity of services, supports, and treatment as goals are achieved.
xiv. Documents to be incorporated by reference into an individualized plan include but are not limited to:
    1. Medical updates as indicated by physician orders or notes;
    2. Addenda as required when a portion of the plan requires reassessment;
    3. A personal safety/crisis plan which directs in advance the individual's desires/wishes/plans/objectives in the event of a crisis;
    4. A Wellness Recovery Action Plan (WRAP) which:
        a. Is developed with fidelity to WRAP Values and Ethics (www.mentalhealthrecovery.com);
        b. Includes statements that work on a WRAP is completely voluntary;
        c. Belongs to the individual who chooses where it will be kept and with whom it will be shared (Is in the clinical record only if self-directed by the individual for inclusion);
        d. Is devoid of clinical language (is in the person's own language);
xv. Individualized plans or portions of the plan must be reassessed as indicated by:
    1. Changing needs, circumstances and responses of the individual, including but not limited to:
        a. Any life change;
        b. Change in provider; and
        c. Change in medical, behavioral, cognitive or, physical status;
    2. As requested by the individual;
    3. As required by a specific Service Definition;
    4. As required by a new or modified Order;
    5. At least annually;
    6. When goals are not being met.

C. When services are provided to youth during school hours, IRP must indicate how the intervention has been coordinated among family system, school, and provider. There must be documentation that indicates that the intervention is most effective when provided during school hours.

6. DISCHARGE/TRANSITION PLANNING

A. Documents transition planning at the onset of service delivery and includes specific objectives to be met prior to decreasing the intensity of service or discharge.
B. Defines discharge criteria which objectively measures progress by aligning with documented goals/objectives, desired changes in levels of functioning, and quality of life;
C. Defines specific step-down service/activity/supports to meet individualized needs;
D. Is measurable and includes anticipated step-down/transition date.

7. DISCHARGE SUMMARY

A. At the time of discharge, a summary must be provided to the individual which indicates:
    i. Strengths, needs, preferences and abilities of the individual;
    ii. Services, supports, and treatment provided;
    iii. Outcome of the goals and objectives made during the service provision period;
    iv. Necessary plans for referral; and
    v. Service or organization to which the individual was discharged, if applicable.
B. A summary of the course of services, supports, treatment, the Discharge Summary, must be placed in the record within 30 days of discharge. Documentation must include elements above and:
    i. Document the reason for ending services; and
    ii. Living situation at discharge.

8. PROGRESS NOTES

Progress Note documentation includes the actual implementation and outcome(s) of the designated services in an individual's IRP. There are clear requirements related to the content, components, required characteristics, and format of progress note documentation.

The content in progress note documentation must provide all the necessary supporting evidence to justify the need for the services based on medical necessity criteria and support all requirements for billing and adjudication of the service claims. For this reason, progress notes for all billed services (e.g. face-to-face, telemedicine, collateral, etc.) must include observations of the individual's symptoms, behaviors, affect, level of functioning and reassessment for risk when indicated as well as information regarding the exact nature, duration, frequency and purpose of the service, intervention and/or modality. Review of sequential progress notes should provide a snapshot of the individual over a specified time frame.

A. Required components of progress note documentation:
    i. Linkage - Clear link between assessment and/or reassessment, Individualized Recovery/Resiliency Plan and intervention(s) provided.

ii. Consumer profile – Description of the current status of the individual to include individual statements, shared information and quotes; observations and description of individual affect; behaviors; symptoms; and level of functioning.
iii. Justification – Documentation of the need for services based on admission criteria and measurable criteria for medical necessity. This documentation must also reflect justification for payment of services provided and utilization of resources as it relates to the service definition and the needs/desires of the individual.
iv. Specific services/intervention/modality provided – Specific detail of all provided activity(ies) or modality(ies) including date, time, frequency, duration, location and when appropriate, methodology.
v. Purpose or goal of the services/intervention/modality- Clarification of the reasons the individual is participating in the above services, activities, and modalities and the demonstrated value of services.
vi. Consumer response to intervention(s) – Identification of how and in what manner the service, activity, and modality have impacted the individual; what was the effect; and how was this evidenced.
vii. Monitoring - Evidence that selected interventions and modalities are occurring and monitored for expected and desired outcomes.
viii. Consumer's progress – Identification of the individual's progress (or lack of progress) toward specific goals/objectives as well as the overall progress towards wellness.
ix. Next steps – Targeted next steps in services and activities to support stability.
x. Reassessment and Adjustment to plan – Review and acknowledgement as to whether there is a need to modify, amend or update the individualized service/recovery plan and if so, how.

B. Required characteristics of progress note documentation[10]:
i. Presence of note – For any claim or encounter submitted to DBHDD or DCH for these services herein, a note must be present justifying that specific intervention. In addition, other ancillary or non-billable services which are related to the well-being of the individual served must be included in the individual's official medical record.
ii. Service billed – All progress notes must contain the corresponding HIPAA code which must include any designated modifier. When documenting practitioner modifiers, the modifier must indicate the reimbursement level, which may differ from the practitioner level in certain cases. For example, if a RN provides CSI, the RN would include the modifier U4 to indicate the practitioner level even though an RN is generally a level 2 Practitioner.
iii. Timeliness – All activities/services provided are documented (written and filed) within the current individual record within a pre-established time frame set by provider policy not to exceed 7 calendar days. Best practice standards require progress notes to be written within 24 hours of the clinical or therapeutic activity. Notes entered retroactively into the record after an event or a shift must be identified as a "late entry".
iv. Legibility – All documentation that is handwritten must be readable, decipherable and easily discernible to the all readers.
v. Conciseness and clarity – Clear language, grammar, syntax, and sentence structure is used to describe the activity and related information.
vi. Standardized format – Providers are expected to follow best practices and select a format or create a prescribed narrative that can be used consistently throughout their provider. Specific details regarding actual practice should be described in providers' policies, procedures, training manuals and/or documentation instruction sheets. All formats require a clear match or link between the progress note, assessment and service and planning data.

[10] Any electronic records process shall meet all requirements set forth in this document.

vii. Security and confidentiality – All documentation is managed in such a manner to ensure individual confidentiality and security while providing access and availability as appropriate.

viii. Activities dated - Documentation specifies the date/time of service.

ix. Dated entries – All progress note entries are dated to reflect the date of signature of the individual providing the service (this date may differ from the actual date of service). Dates written to indicate the date of a signature may only be dated by the signer. In electronic records, the date of entry must reflect the date that the secure electronic signature was entered. Back-dating and post-dating are not permitted.

x. Duration of activities – Documentation of the duration must be noted for all services to include the number of units, times, and dates. For those services in which the unit/rate is based on time (not per contact/encounter), documentation must include time-in and time-out for all services. This requirement applies for both face-to-face and collateral contacts. Residential services are excluded from the daily notation of time-in/time-out and must follow the specific guidelines outlined in each specific residential code. Further instruction related to the Psychosocial Rehabilitation Program and Peer Supports Program services can be found in the respective Service Guidelines.

xi. Rounding of Units –

1. Time-based: Rounding of units is permitted when a service meeting the service definition is provided in less time than the unit increment requirement. Each provider must have an internal policy regarding rounding of units. Regarding "rounding" of units, a unit may be billed for a service when an activity meets the service definition of the service billed but does not meet the full time/unit requirement. In order to bill a unit of service, at least 50% of the time required per unit must be provided and documented by the "time-in, time-out" documentation. For example, a provider may bill a single 15 minute unit for a service greater or equal to 8 minutes and less than 23 minutes. If the duration of the service is greater than or equal to 23 minutes and less than 38 minutes, then 2 units may be billed. Providers must document rounding practices in internal policy.
2. Cost-based: DBHDD has some services which are cost-based reimbursement. In this case, rounding of cents should follow standard mathematical rounding protocols (i.e. .49 and less round down to the dollar amount below, .50 and higher round to the next dollar amount). Provider documentation and policy shall define provider internal controls regarding this expectation.

xii. Location of intervention – For those services which may be billed as either in or out-of-clinic, progress notes shall reflect the location as either in-clinic or out-of-clinic (unless otherwise noted in Service Guideline). If the intervention is in-clinic, no further specificity is required. If an intervention is "out-of-clinic", the note must reflect the specific location of the intervention; this indication must be specific enough that it can be generally understood where the service occurred (for example: "…at the individual's home," "…at the grocery store", etc.). Documenting that the service occurred "in the community" is not sufficient to describe the location.

1. When services are provided to youth at or during school, documentation must indicate that the intervention is most effective when provided during school hours.
2. Justification of Out of Clinic Billing: DBHDD allows for a modified billing rate for services provided in the community. This rate is provided as compensation for travel and reduced staff productivity associated with providing services in the community; Out of clinic billing may only be billed when this occurs and when it complies with the following:.
    a. When a service is provided out-of-clinic and has an established U7 modifier, then that U7 modifier is utilized on the associated claim/encounter submission.
    b. "Out-of-Clinic" may only be billed when:
        i. Travel by the practitioner is to a non-contiguous location;

ii. Travel by the practitioner is to a facility not owned, leased, controlled or named as a service site by the agency who is billing the service(excepting visits to Shelter Plus sites); and/or
iii. Travel is to a facility owned, leased or controlled by the agency billing the service, but no more than 6 individuals are being served in the course of that day by a single practitioner in non-group services;
iv. Travel is to a facility owned, leased, controlled or named as a service site by the agency, but no more than 24 individuals are being served in groups at that site in the course of a day. If the service does not qualify to be billed as "out of clinic," then the "in-clinic" rate may still be billed;
v. One group and six sessions could occur and be constituted as "out-of-clinic"; two groups exceeds OR seven individual sessions exceeds the productivity threshold to be billed "out of clinic." If any units exceed the one group/six individual session limit per practitioner, then all services provided by the practitioner for that day do not qualify as "out of clinic."; and
vi. It should be noted: should volume or infrastructure indicate a location or site demonstrates regular operation as a service site, (e.g., posted on websites as a clinic site, the site is a daily point of service for multiple practitioners, etc.) providers may need to do the due diligence of enrolling/licensing it as a site.

3. The Place of Service code which is required on a progress note/claim may not always seem to intuitively align with the in-clinic and out-of-clinic modifier use as defined above. The modifier must always reflect accurate accountability to the policy above, whereas the Place of Service code is permitted to be generalized and is not be used for auditing/accountability purposes.

xiii. Participation in intervention – Progress notes shall reflect all the participants in the treatment and/or support intervention (individual, family, other natural supports, multi-disciplinary team members, etc.). Progress notes must reflect the specific interaction that occurred during the reported timeframe, and, therefore, not a duplication of another note.

xiv. Signature, Printed staff name, qualifications and/or title[11] – The writer of the documentation is designated by name and credentials/qualifications and when required, degree and title. If an individual is a licensed practitioner, the printed name must be the name listed on his or her practitioner's license on all medical record documentation[12]. An original signature is required. The printed name and qualifications and/or title may be recorded using a stamp or typed onto the document. Automated or electronic documentation must include a secure electronic signature[13].

xv. Recorded changes – Any corrections or alternations made to existing documentation must be clearly visible. No "white-out" or unreadable cross-outs are allowed. A single line is used to strike an entry and that strike must be labeled with "error", initialed, and dated. Any changes to the electronic record must include visible "edits" to include the date and the author of the edit. Additionally, if a document contains a Secure Electronic Signature, it must be linked to data in such a manner that if the data is changed the electronic signature is invalidated.

xvi. Consistency – Documentation must follow a consistent, uniform format. Should the progress note cross multiple pages in a paper record, the provider is responsible for ensuring that it is clear that the additional pages are a continuation of the progress note. For example, in a 2 page note,

[11] See Standards for All Behavioral Health Providers, Part II for additional information regarding credentials.

[12] It is acceptable that the initials can be used for first and middle names. The last name must be spelled out and each of these must correlate with the names on the license. This is an effort to ensure that a connection can be made between the printed/stamped name on the chart entry and a license.

[13] As defined in PART I POLICIES AND PROCEDURES FOR MEDICAID/PEACHCARE FOR KIDS, a Secure Electronic Signature means an electronic or digital signature, symbol, or process associated with a document which is created, transmitted, received, or stored by electronic means which (1) requires the application of a security procedure; (2) capable of verification/authentication; (3) adopted by a party with the intent to be bound or to authenticate a record; (4) signed under penalty of perjury; (5) unique to the person using it; (6) under the sole control of the person using it; and (7) linked to data in such a manner that if the data is changed the electronic signature is invalidated.

page 2 must contain the name of the individual, date of service, a page number, and indication that the signature of the practitioner or paraprofessional is related to the progress note on page 1.

xvii. Diversionary and non-billable activities:

1. Providers may not bill for multiple services which are direct interventions with the individual during the same time period. If multiple services are determined to have been billed at the same or overlapping time period, billing for those services are subject to recoupment. Allowable exceptions include an individual receiving a service during the same time period or overlapping time period as:
    a. A service provided without client present as indicated with the modifier "HS"; or
    b. A collateral contact service as indicated by the modifier "UK"; and
    c. For example, a provider may bill Individual Counseling with the individual while, simultaneously, CM is being billed for a collateral contact. This is only allowable when at least one of the services do not require that the individual be present and the progress note documents such.
2. Non-billable activities are those activities or administrative work that does not fall within the Service Definition. For example, confirming appointments, observation/monitoring, tutoring, transportation, completing paperwork, and other administrative duties not explicitly allowed within the Service Guidelines are non-billable activities. Billing for non-billable activities is subject to recoupment.
3. Billing for services that do not fall within the respective Service Definition is subject to recoupment.
4. Diversionary activities are activities/time during which a therapeutic intervention tied to a goal on the IRP is not occurring. Diversionary activities which are billed are subject to recoupment.

9. EVENT NOTES

In addition to progress notes which document intervention, records must also include event notes documenting:

A. Issues, situations or events occurring in the life of the individual;
B. The individual's response to the issues, situations or events;
C. Relationships and interactions with family and friends, if applicable;
D. Missed appointments including:
    i. Documentation and result of follow-up (e.g. date of rescheduled appt.),
    ii. Strategies to avoid future missed appointments.

PART III

General Policies and Procedures

Provider Manual for Community Behavioral Health Providers

Fiscal Year 2017

DBHDD PolicyStat enables community providers of mental health, developmental disabilities and/or addictive diseases services to have access to all DBHDD policies that are relevant for community services. DBHDD PolicyStat can be accessed online anytime at https://gadbhdd.policystat.com/. By virtue of their contract or agreement with DBHDD, providers are required to comply with DBHDD policies relevant to their contracted services and/or according to the applicability as defined in the policy itself.

Additional information about how to utilize DBHDD PolicyStat is included in the following policy: ACCESS TO DBHDD POLICIES FOR COMMUNITY PROVIDERS, 04-100 which is posted at https://gadbhdd.policystat.com/.

Georgia Department of Behavioral Health and Developmental Disabilities

January 2017

PART IV

Appendices

Provider Manual for Community Behavioral Health Providers

Fiscal Year 2017

Georgia Department of Behavioral Health and Developmental Disabilities

January 2017

APPENDIX A: GLOSSARY OF TERMS

Administrative Services Organization (ASO): An agency contracted by DBHDD to review provider applications, provide service authorizations, provide agency audits and data collection related to the Behavioral Health and Developmental Disabilities Provider Networks and services

Collateral Contact: Collateral contacts are either 1) communication, on behalf of the individual, with a source of information that is knowledgeable about the individual's situation and serves to support, clarify, expound on, or corroborate information provided by the individual or 2) contacts which are not face-to-face with the individual. With appropriate releases and permissions from the individual, communication with a collateral contact may be made in person or over the telephone. Collateral contacts include, but are not limited to:

- Family members/close friends/natural supporters;
- Employers;
- School officials;
- Neighbors;
- Landlords;
- Medical professionals;
- Law Enforcement/Community Supervision Officers;
- Other agencies/community resources/treatment providers.

Diagnostic & Statistical Manual of Mental Disorders: The American Psychiatric Association's classification and diagnostic tool for behavioral health conditions. When the term DSM is referenced, it is specifically in reference to the current version of the manual.

GCAL: Georgia Crisis and Access Line, an operational branch of the Administrative Services Organization.

ICD: International Statistical Classification of Diseases and Related Health Problems, a medical classification list by the World Health Organization (WHO).

Independently Licensed Clinician/Practitioner: An individual who by Georgia Code can practice independently without supervision. These individuals include physicians, psychologists, Licensed Clinical Social Workers, Licensed Professional Counselors, and Licensed Marriage and Family Therapists

Place of Service: Federally defined codes used on electronic transactions to specify the place where service(s) were rendered.

APPENDIX B: VALID AUTHORIZATION DIAGNOSES

The diagnoses listed here are organized into Mental Health (MH) and Substance Use (SU) categories. Services that are uniquely identified as being MH only or SU only will require a diagnosis which is aligned with that discipline (e.g. The diagnoses listed here are organized into Mental Health (MH) and Substance Use (SU) categories. Services that are uniquely identified as being MH only or SU only will require an authorization diagnosis which is within that category of condition (e.g. Alcohol Intoxification with Use Disorder [F10.229] would be an acceptable diagnosis for requesting an authorization for Ambulatory Detox [SU]).

Diagnostic Category	ICD-10 DX Code	Diagnostic Description ICD-10	BH MH	BH SU
Schizophrenia Spectrum and Other Psychotic Disorders	F06.0	Psychotic Disorder Due to Another Medical Condition with Hallucinations	Y	N
Schizophrenia Spectrum and Other Psychotic Disorders	F06.1	Catatonia Associated With Another Mental Disorder (Catatonia Specifier)	Y	N
Schizophrenia Spectrum and Other Psychotic Disorders	F06.1	Catatonic Disorder Due to Another Medical Condition	Y	N
Schizophrenia Spectrum and Other Psychotic Disorders	F06.1	Unspecified Catatonia	Y	N
Schizophrenia Spectrum and Other Psychotic Disorders	F06.1	Catatonia – other	Y	N
Schizophrenia Spectrum and Other Psychotic Disorders	F06.2	Psychotic Disorder Due to Another Medical Condition with Delusions	Y	N
Depressive Disorders	F06.31	Depressive Disorder Due to Another Medical Condition with Depressive Features	Y	N
Depressive Disorders	F06.32	Depressive Disorder Due to Another Medical Condition with Major Depressive-like episode	Y	N
Bipolar and Related Disorders	F06.33	Bipolar and Related Disorder Due to Another Medical Condition with manic features	Y	N
Bipolar and Related Disorders	F06.33	Bipolar and Related Disorder Due to Another Medical Condition with manic or hypomanic-like episode	Y	N
Bipolar and Related Disorders	F06.34	Bipolar and Related Disorder Due to Another Medical Condition with mixed features	Y	N
Depressive Disorders	F06.34	Depressive Disorder Due to Another Medical Condition with Mixed Features	Y	N
Depressive Disorders	F06.34	Mood Disorder Due to Another Medical Condition with mixed features	Y	N
Anxiety Disorders	F06.4	Anxiety Disorder Due to Another Medical Condition	Y	N
Obsessive-Compulsive and Related Disorders	F06.8	Obsessive-Compulsive and Related Disorder Due to Another Medical Condition	E	N
Other Mental Disorders	F06.8	Other Specified Mental Disorder Due to Another Medical Condition	E	N
Other Mental Disorders	F06.8	Obsessive-Compulsive and Related Disorder Due to Another Medical Condition	E	N
Personality Disorders	F07.0	Personality Change Due to Another Medical Condition	Y	N
Other Mental Disorders	F09	Unspecified Mental Disorder Due to Another Medical Condition	E	N
Alcohol-Related Disorders	F10.10	Alcohol Use Disorder- Mild	N	Y
Alcohol-Related Disorders	F10.121	Alcohol Induced Delirium, With mild use disorder	N	Y
Alcohol-Related Disorders	F10.129	Alcohol Intoxication with Use Disorder, Mild	N	Y

Diagnostic Category	ICD-10 DX Code	Diagnostic Description ICD-10	BH MH	BH SU
Alcohol-Related Disorders	F10.14	Alcohol - Induced Depressive Disorder, With mild use disorder	N	Y
Alcohol-Related Disorders	F10.14	Alcohol - Induced Bipolar and Related Disorder, With mild use disorder	N	Y
Alcohol-Related Disorders	F10.14	Alcohol-induced Depression/Bipolar/Related Disorder, with mild use	N	Y
Alcohol-Related Disorders	F10.159	Alcohol-Induced Psychotic Disorder, With mild use disorder	N	Y
Alcohol-Related Disorders	F10.180	Alcohol - Induced Anxiety Disorder, With mild use disorder	N	Y
Alcohol-Related Disorders	F10.20	Alcohol Use Disorder - Moderate	N	Y
Alcohol-Related Disorders	F10.20	Alcohol Use Disorder - Severe	N	Y
Alcohol-Related Disorders	F10.20	Alcohol Use Disorder - Moderate/Severe	N	Y
Alcohol-Related Disorders	F10.221	Alcohol Intoxication Delirium, With moderate or severe use disorder	N	Y
Alcohol-Related Disorders	F10.229	Alcohol Intoxication with Use Disorder, Moderate or Severe	N	Y
Alcohol-Related Disorders	F10.231	Alcohol withdrawal delirium	N	Y
Alcohol-Related Disorders	F10.232	Alcohol Withdrawal with Perceptual Disturbances	N	Y
Alcohol-Related Disorders	F10.239	Alcohol Withdrawal without Perceptual Disturbances	N	Y
Alcohol-Related Disorders	F10.24	Alcohol - Induced Depressive Disorder, With moderate or severe use disorder	N	Y
Alcohol-Related Disorders	F10.24	Alcohol - Induced Bipolar and Related Disorder, With moderate or severe use disorder	N	Y
Alcohol-Related Disorders	F10.24	Alcohol-induced Depression/Bipolar/Related Disorder, with moderate or severe use	N	Y
Alcohol-Related Disorders	F10.259	Alcohol-Induced Psychotic Disorder, With moderate or severe use disorder	N	Y
Alcohol-Related Disorders	F10.26	Alcohol induced major neurocognitive disorder, amnestic-confabulatory type, with moderate or severe use disorder	N	Y
Alcohol-Related Disorders	F10.27	Alcohol induced major neurocognitive disorder, Nonamnestic-confabulatory type, with moderate or severe use disorder	N	Y
Alcohol-Related Disorders	F10.280	Alcohol - Induced Anxiety Disorder, With moderate or severe use disorder	N	Y
Alcohol-Related Disorders	F10.921	Alcohol Induced Delirium, Without use disorder	N	Y
Alcohol-Related Disorders	F10.929	Alcohol Intoxication without Use Disorder	N	Y
Alcohol-Related Disorders	F10.94	Alcohol - Induced Depressive Disorder, Without use disorder	N	Y
Alcohol-Related Disorders	F10.94	Alcohol - Induced Bipolar and Related Disorder, Without use disorder	N	Y
Alcohol-Related Disorders	F10.94	Alcohol-induced Depression/Bipolar/Related Disorder, without use	N	Y
Alcohol-Related Disorders	F10.959	Alcohol-Induced Psychotic Disorder, Without use disorder	N	Y

Diagnostic Category	ICD-10 DX Code	Diagnostic Description ICD-10	BH MH	BH SU
Alcohol-Related Disorders	F10.96	Alcohol -Induced major neurocognitive disorder, amnestic-confabulatory type, without use disorder	N	Y
Alcohol-Related Disorders	F10.97	Alcohol - Induced major neurocognitive disorder, nonamnestic-confabulatory type, without use disorder	N	Y
Alcohol-Related Disorders	F10.980	Alcohol - Induced Anxiety Disorder, Without use disorder	N	Y
Alcohol-Related Disorders	F10.99	Unspecified Alcohol-Related Disorder	N	Y
Opioid-Related Disorders	F11.10	Opioid Use Disorder - Mild	N	Y
Opioid-Related Disorders	F11.121	Opioid intoxication Delirium, With mild use disorder	N	Y
Opioid-Related Disorders	F11.122	Opioid Intoxication with Perceptual Disturbances, with Use Disorder, Mild	N	Y
Opioid-Related Disorders	F11.129	Opioid Intoxication without Perceptual Disturbances, with Use Disorder, Mild	N	Y
Opioid-Related Disorders	F11.14	Opioid - Induced Depressive Disorder, With mild use disorder	N	Y
Opioid-Related Disorders	F11.181	Opioid- Induced Sexual Dysfunction, With mild use disorder	N	Y
Opioid-Related Disorders	F11.188	Opioid - Induced Anxiety Disorder, With mild use disorder	N	Y
Opioid-Related Disorders	F11.20	Opioid Use Disorder - Moderate	N	Y
Opioid-Related Disorders	F11.20	Opioid Use Disorder - Severe	N	Y
Opioid-Related Disorders	F11.20	Opioid Use Disorder - Moderate/Severe	N	Y
Opioid-Related Disorders	F11.221	Opioid Intoxication Delirium, With moderate or severe use disorder	N	Y
Opioid-Related Disorders	F11.222	Opioid Intoxication with Perceptual Disturbances, with Use Disorder, Moderate or Severe	N	Y
Opioid-Related Disorders	F11.229	Opioid Intoxication without Perceptual Disturbances, with Use Disorder, Moderate or Severe	N	Y
Opioid-Related Disorders	F11.23	Opioid Withdrawal	N	Y
Opioid-Related Disorders	F11.24	Opioid - Induced Depressive Disorder, With moderate or severe use disorder	N	Y
Opioid-Related Disorders	F11.281	Opioid- Induced Sexual Dysfunction, With moderate or severe use disorder	N	Y
Opioid-Related Disorders	F11.282	Opioid-Induced Sleep Disorder, With moderate or severe use disorder	N	Y
Opioid-Related Disorders	F11.288	Opioid - Induced Anxiety Disorder, With moderate or severe use disorder	N	Y
Opioid-Related Disorders	F11.921	Opioid Intoxication Delirium, Without use disorder	N	Y
Opioid-Related Disorders	F11.921	Opioid -induced delirium	N	Y
Opioid-Related Disorders	F11.921	Opioid Delirium	N	Y
Opioid-Related Disorders	F11.922	Opioid Intoxication with Perceptual Disturbances, without Use Disorder	N	Y
Opioid-Related Disorders	F11.929	Opioid Intoxication without Perceptual Disturbances, without Use Disorder	N	Y
Opioid-Related Disorders	F11.94	Opioid - Induced Depressive Disorder, Without use disorder	N	Y

Diagnostic Category	ICD-10 DX Code	Diagnostic Description ICD-10	BH MH	BH SU
Opioid-Related Disorders	F11.981	Opioid- Induced Sexual Dysfunction, Without use disorder	N	Y
Opioid-Related Disorders	F11.982	Opioid-Induced Sleep Disorder, Without use disorder	N	Y
Opioid-Related Disorders	F11.988	Opioid - Induced Anxiety Disorder, Without use disorder	N	Y
Opioid-Related Disorders	F11.99	Unspecified Opioid-Related Disorder	N	Y
Cannabis-Related Disorders	F12.10	Cannabis Use Disorder - Mild	N	Y
Cannabis-Related Disorders	F12.121	Cannabis Intoxication Delirium, With mild use disorder	N	Y
Cannabis-Related Disorders	F12.122	Cannabis Intoxication with Perceptual Disturbances, with Use Disorder, Mild	N	Y
Cannabis-Related Disorders	F12.129	Cannabis Intoxication without Perceptual Disturbances, with Use Disorder, Mild	N	Y
Cannabis-Related Disorders	F12.159	Cannabis -Induced Psychotic Disorder, With mild use disorder	N	Y
Cannabis-Related Disorders	F12.180	Cannabis - Induced Anxiety Disorder, With mild use disorder	N	Y
Cannabis-Related Disorders	F12.188	Cannabis-Induced Sleep Disorder, With mild use disorder	N	Y
Cannabis-Related Disorders	F12.20	Cannabis Use Disorder - Moderate	N	Y
Cannabis-Related Disorders	F12.20	Cannabis Use Disorder - Severe	N	Y
Cannabis-Related Disorders	F12.20	Cannabis Use Disorder - Moderate/Severe	N	Y
Cannabis-Related Disorders	F12.221	Cannabis Intoxication Delirium, With moderate or severe use disorder	N	Y
Cannabis-Related Disorders	F12.222	Cannabis Intoxication with Perceptual Disturbances, with Use Disorder, Moderate or Severe	N	Y
Cannabis-Related Disorders	F12.229	Cannabis Intoxication without Perceptual Disturbances, with Use Disorder, Moderate or Severe	N	Y
Cannabis-Related Disorders	F12.259	Cannabis -Induced Psychotic Disorder, With moderate or severe use disorder	N	Y
Cannabis-Related Disorders	F12.280	Cannabis - Induced Anxiety Disorder, With moderate or severe use disorder	N	Y
Cannabis-Related Disorders	F12.288	Cannabis Withdrawal	N	Y
Cannabis-Related Disorders	F12.921	Cannabis Intoxication Delirium, Without use disorder	N	Y
Cannabis-Related Disorders	F12.922	Cannabis Intoxication with Perceptual Disturbances, without Use Disorder	N	Y
Cannabis-Related Disorders	F12.929	Cannabis Intoxication without Perceptual Disturbances, without Use Disorder	N	Y
Cannabis-Related Disorders	F12.959	Cannabis -Induced Psychotic Disorder, Without use disorder	N	Y
Cannabis-Related Disorders	F12.980	Cannabis - Induced Anxiety Disorder, Without use disorder	N	Y
Cannabis-Related Disorders	F12.988	Cannabis-Induced Sleep Disorder, Without use disorder	N	Y
Cannabis-Related Disorders	F12.99	Unspecified Cannabis-Related Disorder	N	Y
Sedative-, Hypnotic-, or Anxiolytic-Related Disorders	F13.10	Sedative, Hypnotic, or Anxiolytic Use Disorder – Mild	N	Y

Diagnostic Category	ICD-10 DX Code	Diagnostic Description ICD-10	BH MH	BH SU
Sedative-, Hypnotic-, or Anxiolytic-Related Disorders	F13.121	Sedative, hypnotic, or anxiolytic Intoxication Delirium, With mild use disorder	N	Y
Sedative-, Hypnotic-, or Anxiolytic-Related Disorders	F13.129	Sedative, Hypnotic, or Anxiolytic Intoxication with Use Disorder, Mild	N	Y
Sedative-, Hypnotic-, or Anxiolytic-Related Disorders	F13.14	Sedative, Hypnotic, or Anxiolytic - Induced Bipolar and Related Disorder, With mild use disorder	N	Y
Sedative-, Hypnotic-, or Anxiolytic-Related Disorders	F13.14	Sedative, hypnotic, or anxiolytic - Induced Depressive Disorder, With mild use disorder	N	Y
Sedative-, Hypnotic-, or Anxiolytic-Related Disorders	F13.14	Sedative, Hypnotic, or Anxiolytic - Induced Depressive/Bipolar/Related Disorder, With mild use disorder	N	Y
Sedative-, Hypnotic-, or Anxiolytic-Related Disorders	F13.159	Sedative, hypnotic, or anxiolytic Induced Psychotic Disorder, With mild use disorder	N	Y
Sedative-, Hypnotic-, or Anxiolytic-Related Disorders	F13.180	Sedative, hypnotic, or anxiolytic - Induced Anxiety Disorder, With mild use disorder	N	Y
Sedative-, Hypnotic-, or Anxiolytic-Related Disorders	F13.181	Sedative, Hypnotic, or Anxiolytic- Induced Sexual Dysfunction, With mild use disorder	N	Y
Sedative-, Hypnotic-, or Anxiolytic-Related Disorders	F13.20	Sedative, Hypnotic, or Anxiolytic Use Disorder – Moderate	N	Y
Sedative-, Hypnotic-, or Anxiolytic-Related Disorders	F13.20	Sedative, Hypnotic, or Anxiolytic Use Disorder – Severe	N	Y
Sedative-, Hypnotic-, or Anxiolytic-Related Disorders	F13.20	Sedative, Hypnotic, or Anxiolytic Use Disorder - Moderate - Severe	N	Y
Sedative-, Hypnotic-, or Anxiolytic-Related Disorders	F13.221	Sedative, hypnotic, or anxiolytic Intoxication Delirium, With moderate or severe use disorder	N	Y
Sedative-, Hypnotic-, or Anxiolytic-Related Disorders	F13.229	Sedative, Hypnotic, or Anxiolytic Intoxication with Use Disorder, Moderate or Severe	N	Y
Sedative-, Hypnotic-, or Anxiolytic-Related Disorders	F13.231	Sedative, hypnotic, or anxiolytic withdrawal delirium	N	Y
Sedative-, Hypnotic-, or Anxiolytic-Related Disorders	F13.232	Sedative, Hypnotic, or Anxiolytic Withdrawal with Perceptual Disturbances	N	Y
Sedative-, Hypnotic-, or Anxiolytic-Related Disorders	F13.239	Sedative, Hypnotic, or Anxiolytic Withdrawal without Perceptual Disturbances	N	Y
Sedative-, Hypnotic-, or Anxiolytic-Related Disorders	F13.24	Sedative, Hypnotic, or Anxiolytic - Induced Bipolar and Related Disorder, With moderate or severe use disorder	N	Y
Sedative-, Hypnotic-, or Anxiolytic-Related Disorders	F13.24	Sedative, hypnotic, or anxiolytic - Induced Depressive Disorder, With moderate or severe use disorder	N	Y
Sedative-, Hypnotic-, or Anxiolytic-Related Disorders	F13.24	Sedative, Hypnotic, or Anxiolytic - Induced Depressive/Bipolar/Related Disorder, With moderate or severe use	N	Y
Sedative-, Hypnotic-, or Anxiolytic-Related Disorders	F13.259	Sedative, hypnotic, or anxiolytic Induced Psychotic Disorder, With moderate or severe use disorder	N	Y
Sedative-, Hypnotic-, or Anxiolytic-Related Disorders	F13.27	Sedative, hypnotic, or anxiolytic -induced major neurocognitive disorder, With moderate or severe use disorder	N	Y
Sedative-, Hypnotic-, or Anxiolytic-Related Disorders	F13.280	Sedative, hypnotic, or anxiolytic - Induced Anxiety Disorder, With moderate or severe use disorder	N	Y

Diagnostic Category	ICD-10 DX Code	Diagnostic Description ICD-10	BH MH	BH SU
Sedative-, Hypnotic-, or Anxiolytic-Related Disorders	F13.281	Sedative, Hypnotic, or Anxiolytic- Induced Sexual Dysfunction, With moderate or severe use disorder	N	Y
Sedative-, Hypnotic-, or Anxiolytic-Related Disorders	F13.282	Sedative, hypnotic, or anxiolytic-Induced Sleep Disorder, With moderate or severe use disorder	N	Y
Sedative-, Hypnotic-, or Anxiolytic-Related Disorders	F13.288	Sedative, hypnotic, or anxiolytic-induced mild neurocognitive disorder, With moderate or severe use disorder	N	Y
Sedative-, Hypnotic-, or Anxiolytic-Related Disorders	F13.921	Sedative, hypnotic, or anxiolytic Intoxication Delirium, Without use disorder	N	Y
Sedative-, Hypnotic-, or Anxiolytic-Related Disorders	F13.921	Sedative, hypnotic, or anxiolytic -induced delirium	N	Y
Sedative-, Hypnotic-, or Anxiolytic-Related Disorders	F13.921	Sedative, hypnotic, or anxiolytic delirium	N	Y
Sedative-, Hypnotic-, or Anxiolytic-Related Disorders	F13.929	Sedative, Hypnotic, or Anxiolytic Intoxication without Use Disorder	N	Y
Sedative-, Hypnotic-, or Anxiolytic-Related Disorders	F13.94	Sedative, Hypnotic, or Anxiolytic - Induced Bipolar and Related Disorder, Without use disorder	N	Y
Sedative-, Hypnotic-, or Anxiolytic-Related Disorders	F13.94	Sedative, hypnotic, or anxiolytic - Induced Depressive Disorder, Without use disorder	N	Y
Sedative-, Hypnotic-, or Anxiolytic-Related Disorders	F13.94	Sedative, Hypnotic, or Anxiolytic - Induced Depressive/Bipolar/ Related Disorder, Without use disorder	N	Y
Sedative-, Hypnotic-, or Anxiolytic-Related Disorders	F13.959	Sedative, hypnotic, or anxiolytic Induced Psychotic Disorder, Without use disorder	N	Y
Sedative-, Hypnotic-, or Anxiolytic-Related Disorders	F13.97	Sedative, hypnotic, or anxiolytic-induced major neurocognitive disorder, Without use disorder	N	Y
Sedative-, Hypnotic-, or Anxiolytic-Related Disorders	F13.980	Sedative, hypnotic, or anxiolytic - Induced Anxiety Disorder, Without use disorder	N	Y
Sedative-, Hypnotic-, or Anxiolytic-Related Disorders	F13.981	Sedative, Hypnotic, or Anxiolytic- Induced Sexual Dysfunction, Without use disorder	N	Y
Sedative-, Hypnotic-, or Anxiolytic-Related Disorders	F13.988	Sedative, hypnotic, or anxiolytic-induced mild neurocognitive disorder, Without use disorder	N	Y
Sedative-, Hypnotic-, or Anxiolytic-Related Disorders	F13.99	Unspecified Sedative-, Hypnotic-, or Anxiolytic-Related Disorder	N	Y
Stimulant-Related Disorders	F14.10	Stimulant Use Disorder - Cocaine - Mild	N	Y
Stimulant Related Disorders	F14.121	Cocaine intoxication delirium, With mild use disorder	N	Y
Stimulant-Related Disorders	F14.122	Stimulant Intoxication - Cocaine, With Perceptual Disturbances - With Use Disorder, Mild	N	Y
Stimulant-Related Disorders	F14.129	Stimulant Intoxication - Cocaine, Without Perceptual Disturbances - With Use Disorder, Mild	N	Y
Stimulant Related Disorders	F14.14	Cocaine - Induced Bipolar and Related Disorder, With mild use disorder	N	Y
Stimulant Related Disorders	F14.14	Cocaine - Induced Depressive Disorder, With mild use disorder	N	Y
Stimulant Related Disorders	F14.14	Cocaine - Induced Depressive/Bipolar/Related Disorder, With mild use disorder	N	Y
Stimulant Related Disorders	F14.159	Cocaine-Induced Psychotic Disorder, With mild use disorder	N	Y

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Stimulant Related Disorders	F14.180	Cocaine - Induced Anxiety Disorder, With mild use disorder	N	Y
Stimulant Related Disorders	F14.181	Cocaine - Induced Sexual Dysfunction, With mild use disorder	N	Y
Stimulant Related Disorders	F14.188	Cocaine - Induced Obsessive-Compulsive and Related Disorder, With mild use disorder	N	Y
Stimulant-Related Disorders	F14.20	Stimulant Use Disorder - Cocaine - Moderate	N	Y
Stimulant-Related Disorders	F14.20	Stimulant Use Disorder - Cocaine - Severe	N	Y
Stimulant-Related Disorders	F14.20	Stimulant Use Disorder - Cocaine - Moderate/Severe	N	Y
Stimulant Related Disorders	F14.221	Cocaine Intoxication delirium, With moderate or severe use disorder	N	Y
Stimulant-Related Disorders	F14.222	Stimulant Intoxication - Cocaine, With Perceptual Disturbances - With Use Disorder, Moderate or Severe	N	Y
Stimulant-Related Disorders	F14.229	Stimulant Intoxication - Cocaine, Without Perceptual Disturbances - With Use Disorder, Moderate or Severe	N	Y
Stimulant-Related Disorders	F14.23	Stimulant Withdrawal - Cocaine	N	Y
Stimulant Related Disorders	F14.24	Cocaine - Induced Bipolar and Related Disorder, With moderate or severe use disorder	N	Y
Stimulant Related Disorders	F14.24	Cocaine - Induced Depressive Disorder, With moderate or severe use disorder	N	Y
Stimulant Related Disorders	F14.24	Cocaine - Induced Depressive/Bipolar/Related Disorder, With moderate or severe use	N	Y
Stimulant Related Disorders	F14.259	Cocaine-Induced Psychotic Disorder, With moderate or severe use disorder	N	Y
Stimulant Related Disorders	F14.280	Cocaine - Induced Anxiety Disorder, With moderate or severe use disorder	N	Y
Stimulant Related Disorders	F14.281	Cocaine - Induced Sexual Dysfunction, With moderate or severe use disorder	N	Y
Stimulant Related Disorders	F14.282	Cocaine-Induced Sleep Disorder, With moderate or severe use disorder	N	Y
Stimulant Related Disorders	F14.288	Cocaine - Induced Obsessive-Compulsive and Related Disorder, With moderate or severe use disorder	N	Y
Stimulant Related Disorders	F14.921	Cocaine Intoxication Delirium, Without use disorder	N	Y
Stimulant-Related Disorders	F14.922	Stimulant Intoxication - Cocaine, With Perceptual Disturbances - Without Use Disorder	N	Y
Stimulant-Related Disorders	F14.929	Stimulant Intoxication - Cocaine, Without Perceptual Disturbances - Without Use Disorder	N	Y
Stimulant Related Disorders	F14.94	Cocaine - Induced Bipolar and Related Disorder, Without use disorder	N	Y
Stimulant Related Disorders	F14.94	Cocaine - Induced Depressive Disorder, Without use disorder	N	Y
Stimulant Related Disorders	F14.94	Cocaine - Induced Depressive/Bipolar/Related Disorder, Without use	N	Y

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Stimulant Related Disorders	F14.959	Cocaine-Induced Psychotic Disorder, Without use disorder	N	Y
Stimulant Related Disorders	F14.980	Cocaine - Induced Anxiety Disorder, Without use disorder	N	Y
Stimulant Related Disorders	F14.981	Cocaine - Induced Sexual Dysfunction, Without use disorder	N	Y
Stimulant Related Disorders	F14.988	Cocaine - Induced Obsessive-Compulsive and Related Disorder, Without use disorder	N	Y
Stimulant-Related Disorders	F14.99	Unspecified Stimulant-Related Disorder - Cocaine	N	Y
Stimulant-Related Disorders	F15.10	Stimulant Use Disorder - Amphetamine-type Substance - Mild	N	Y
Stimulant-Related Disorders	F15.10	Stimulant Use Disorder - Other or Unspecified Stimulant – Mild	N	Y
Stimulant-Related Disorders	F15.10	Stimulant Use Disorder - other, mild	N	Y
Stimulant Related Disorders	F15.121	Amphetamine (or other stimulant) Intoxication Delirium, With mild use disorder	N	Y
Stimulant-Related Disorders	F15.122	Stimulant Intoxication - Amphetamine or other stimulant, With Perceptual Disturbances - With Use Disorder, Mild	N	Y
Stimulant-Related Disorders	F15.129	Stimulant Intoxication - Amphetamine or other stimulant, Without Perceptual Disturbances - With Use Disorder, Mild	N	Y
Stimulant Related Disorders	F15.14	Amphetamine (or other stimulant) - Induced Bipolar and Related Disorder, With mild use disorder	N	Y
Stimulant Related Disorders	F15.14	Amphetamine (or other stimulant) - Induced Depressive Disorder, With mild use disorder	N	Y
Stimulant Related Disorders	F15.14	Amphetamine (or other stimulant) - Induced Depressive/Bipolar/Related Disorder, With mild use disorder	N	Y
Stimulant Related Disorders	F15.159	Amphetamine (or other stimulant) Induced Psychotic Disorder, With mild use disorder	N	Y
Stimulant Related Disorders	F15.180	Caffeine - Induced Anxiety Disorder, With mild use disorder	N	Y
Stimulant Related Disorders	F15.180	Amphetamine (or other stimulant) - Induced Anxiety Disorder, With mild use disorder	N	Y
Stimulant Related Disorders	F15.181	Amphetamine (or other stimulant) - Induced Sexual Dysfunction, With mild use disorder	N	Y
Stimulant Related Disorders	F15.188	Amphetamine (or other stimulant) - Induced Obsessive-Compulsive and Related Disorder, With mild use disorder	N	Y
Stimulant-Related Disorders	F15.20	Stimulant Use Disorder - Amphetamine-type Substance - Moderate	N	Y
Stimulant-Related Disorders	F15.20	Stimulant Use Disorder - Amphetamine-type Substance - Severe	N	Y
Stimulant-Related Disorders	F15.20	Stimulant Use Disorder - Other or Unspecified Stimulant - Moderate	N	Y
Stimulant-Related Disorders	F15.20	Stimulant Use Disorder - Other or Unspecified Stimulant - Severe	N	Y

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Stimulant-Related Disorders	F15.20	Stimulant Use Disorder - other, moderate - severe	N	Y
Stimulant Related Disorders	F15.221	Amphetamine (or other stimulant) intoxication delirium, With moderate or severe use disorder.	N	Y
Stimulant-Related Disorders	F15.222	Stimulant Intoxication - Amphetamine or other stimulant, With Perceptual Disturbances - With Use Disorder, Moderate or Severe	N	Y
Stimulant-Related Disorders	F15.229	Stimulant Intoxication - Amphetamine or other stimulant, Without Perceptual Disturbances - With Use Disorder, Moderate or Severe	N	Y
Stimulant-Related Disorders	F15.23	Stimulant Withdrawal - Amphetamine or Other Stimulant	N	Y
Stimulant Related Disorders	F15.24	Amphetamine (or other stimulant) - Induced Depressive Disorder, With moderate or severe use disorder	N	Y
Stimulant Related Disorders	F15.24	Amphetamine (or other stimulant)-Induced Bipolar and Related Disorder, With moderate or severe use disorder	N	Y
Stimulant Related Disorders	F15.24	Amphetamine (or other stimulant)-Induced Depressive/Bipolar/Related Disorder, With moderate or severe use disorder	N	Y
Stimulant Related Disorders	F15.259	Amphetamine (or other stimulant) Induced Psychotic Disorder, With moderate or severe use disorder	N	Y
Stimulant Related Disorders	F15.280	Caffeine - Induced Anxiety Disorder, With moderate or severe use disorder	N	Y
Stimulant Related Disorders	F15.280	Amphetamine (or other stimulant) - Induced Anxiety Disorder, With moderate or severe use disorder	N	Y
Stimulant Related Disorders	F15.281	Amphetamine (or other stimulant) - Induced Sexual Dysfunction, With moderate or severe use disorder	N	Y
Stimulant Related Disorders	F15.282	Caffeine-Induced Sleep Disorder, With moderate or severe use disorder	N	Y
Stimulant Related Disorders	F15.282	Amphetamine (or other stimulant)-Induced Sleep Disorder, With moderate or severe use disorder	N	Y
Stimulant Related Disorders	F15.288	Amphetamine (or other stimulant) - Induced Obsessive-Compulsive and Related Disorder, With moderate or severe use disorder	N	Y
Stimulant Related Disorders	F15.921	Amphetamine (or other stimulant) Intoxication Delirium, Without use disorder	N	Y
Stimulant Related Disorders	F15.921	Amphetamine-type (or other stimulant) -induced delirium	N	Y
Stimulant Related Disorders	F15.921	Amphetamine or Amphetamine-type delirium	N	Y
Stimulant-Related Disorders	F15.922	Stimulant Intoxication - Amphetamine or other stimulant, With Perceptual Disturbances - Without Use Disorder	N	Y
Stimulant-Related Disorders	F15.929	Stimulant Intoxication - Amphetamine or other stimulant, Without Perceptual Disturbances - Without Use Disorder	N	Y

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Combined Other Substance Disorders	F15.929	Caffeine Intoxication	N	Y
Combined Other Substance Disorders	F15.929	Stimulant Use Intoxication	N	Y
Stimulant Related Disorders	F15.94	Amphetamine (or other stimulant) - Induced Bipolar and Related Disorder, Without use disorder	N	Y
Stimulant Related Disorders	F15.94	Amphetamine (or other stimulant) - Induced Depressive Disorder, Without use disorder	N	Y
Stimulant Related Disorders	F15.94	Amphetamine (or other stimulant) - Induced Depressive/Bipolar/Related Disorder, Without use disorder	N	Y
Stimulant Related Disorders	F15.959	Amphetamine (or other stimulant) Induced Psychotic Disorder, Without use disorder	N	Y
Stimulant Related Disorders	F15.980	Caffeine - Induced Anxiety Disorder, Without use disorder	N	Y
Stimulant Related Disorders	F15.980	Amphetamine (or other stimulant) - Induced Anxiety Disorder, Without use disorder	N	Y
Stimulant Related Disorders	F15.981	Amphetamine (or other stimulant) - Induced Sexual Dysfunction, Without use disorder	N	Y
Stimulant Related Disorders	F15.988	Amphetamine (or other stimulant) - Induced Obsessive-Compulsive and Related Disorder, Without use disorder	N	Y
Combined Other Substance Disorders	F15.99	Unspecified Caffeine-Related Disorder	N	Y
Stimulant-Related Disorders	F15.99	Unspecified Stimulant-Related Disorder - Amphetamine or Other Stimulant	N	Y
Stimulant-Related Disorders	F15.99	Unspecified Stimulant-Related Disorder	N	Y
Hallucinogen-Related Disorders	F16.10	Other Hallucinogen Use Disorder - Mild	N	Y
Hallucinogen-Related Disorders	F16.10	Other Hallucinogen Use Disorder - Mild	N	Y
Hallucinogen-Related Disorders	F16.121	Other hallucinogen intoxication Delirium, With mild use disorder	N	Y
Hallucinogen-Related Disorders	F16.121	Phencyclidine Intoxication Delirium, With mild use disorder	N	Y
Hallucinogen-Related Disorders	F16.121	Phencyclidine/Other Hallucinogen Intoxication Delirium, With mild use disorder	N	Y
Hallucinogen-Related Disorders	F16.129	Other Hallucinogen Intoxication with Use Disorder, Mild	N	Y
Hallucinogen-Related Disorders	F16.129	Phencyclidine Intoxication with Use Disorder, Mild	N	Y
Hallucinogen-Related Disorders	F16.129	Hallucinogen Intoxication - other, mild	N	Y
Hallucinogen-Related Disorders	F16.14	Other Hallucinogen - Induced Bipolar and Related Disorder, With mild use disorder	N	Y
Hallucinogen-Related Disorders	F16.14	Phencyclidine - Induced Bipolar and Related Disorder, With mild use disorder	N	Y
Hallucinogen-Related Disorders	F16.14	Other hallucinogen - Induced Depressive Disorder, With mild use disorder	N	Y
Hallucinogen-Related Disorders	F16.14	Phencyclidine - Induced Depressive Disorder, With mild use disorder	N	Y

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Hallucinogen-Related Disorders	F16.14	Phencyclidine/ Other Hallucinogen - Induced Depressive Disorder, With mild use disorder	N	Y
Hallucinogen-Related Disorders	F16.159	Other Hallucinogen-Induced Psychotic Disorder, With mild use disorder	N	Y
Hallucinogen-Related Disorders	F16.159	Phencyclidine-Induced Psychotic Disorder, With mild use disorder	N	Y
Hallucinogen-Related Disorders	F16.159	Phencyclidine/Other Hallucinogen -Induced Psychotic Disorder, With mild use disorder	N	Y
Hallucinogen-Related Disorders	F16.180	Other hallucinogen - Induced Anxiety Disorder, With mild use disorder	N	Y
Hallucinogen-Related Disorders	F16.180	Phencyclidine - Induced Anxiety Disorder, With mild use disorder	N	Y
Hallucinogen-Related Disorders	F16.180	Phencyclidine/Other Hallucinogen - Induced Anxiety Disorder, With mild use disorder	N	Y
Hallucinogen-Related Disorders	F16.20	Other Hallucinogen Use Disorder - Moderate	N	Y
Hallucinogen-Related Disorders	F16.20	Other Hallucinogen Use Disorder - Severe	N	Y
Hallucinogen-Related Disorders	F16.20	Phencyclidine Use Disorder - Moderate	N	Y
Hallucinogen-Related Disorders	F16.20	Phencyclidine Use Disorder - Severe	N	Y
Hallucinogen-Related Disorders	F16.20	Hallucinogen Use Disorder, other, Moderate - Severe	N	Y
Hallucinogen-Related Disorders	F16.221	Other hallucinogen Intoxication Delirium, With moderate or severe use disorder	N	Y
Hallucinogen-Related Disorders	F16.221	Phencyclidine Intoxication Delirium, With moderate or severe use disorder	N	Y
Hallucinogen-Related Disorders	F16.221	Phencyclidine/Other Hallucinogen Intoxication Delirium, With moderate or severe use disorder	N	Y
Hallucinogen-Related Disorders	F16.229	Other Hallucinogen Intoxication with Use Disorder, Moderate or Severe	N	Y
Hallucinogen-Related Disorders	F16.229	Phencyclidine Intoxication with Use Disorder, Moderate or Severe	N	Y
Hallucinogen-Related Disorders	F16.229	Hallucinogen Intoxication - other, moderate - severe	N	Y
Hallucinogen-Related Disorders	F16.24	Other Hallucinogen - Induced Bipolar and Related Disorder, With moderate or severe use disorder	N	Y
Hallucinogen-Related Disorders	F16.24	Phencyclidine - Induced Bipolar and Related Disorder, With moderate or severe use disorder	N	Y
Hallucinogen-Related Disorders	F16.24	Other hallucinogen - Induced Depressive Disorder, With moderate or severe use disorder	N	Y
Hallucinogen-Related Disorders	F16.24	Phencyclidine - Induced Depressive Disorder, With moderate or severe use disorder	N	Y
Hallucinogen-Related Disorders	F16.24	Phencyclidine/other Hallucinogen - Induced Depressive Disorder, With moderate or severe use disorder	N	Y
Hallucinogen-Related Disorders	F16.259	Other Hallucinogen-Induced Psychotic Disorder, With moderate or severe use disorder	N	Y
Hallucinogen-Related Disorders	F16.259	Phencyclidine-Induced Psychotic Disorder, With moderate or severe use disorder	N	Y
Hallucinogen-Related Disorders	F16.259	Phencyclidine/Other Hallucinogen-Induced Psychotic Disorder, With moderate or severe use disorder	N	Y

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Hallucinogen-Related Disorders	F16.280	Other hallucinogen - Induced Anxiety Disorder, With moderate or severe use disorder	N	Y
Hallucinogen-Related Disorders	F16.280	Phencyclidine - Induced Anxiety Disorder, With moderate or severe use disorder	N	Y
Hallucinogen-Related Disorders	F16.280	Phencyclidine/Other Hallucinogen - Induced Anxiety Disorder, With moderate or severe use disorder	N	Y
Hallucinogen Related Disorders	F16.921	Phencyclidine/Other Hallucinogen Intoxication Delirium, Without use disorder	N	Y
Hallucinogen-Related Disorders	F16.921	Other hallucinogen Intoxication Delirium, Without use disorder	N	Y
Hallucinogen-Related Disorders	F16.921	Phencyclidine Intoxication Delirium, Without use disorder	N	Y
Hallucinogen-Related Disorders	F16.929	Other Hallucinogen Intoxication without Use Disorder	N	Y
Hallucinogen-Related Disorders	F16.929	Phencyclidine Intoxication without Use Disorder	N	Y
Hallucinogen-Related Disorders	F16.929	Hallucinogen Intoxication - other, without Use Disorder	N	Y
Hallucinogen Related Disorders	F16.94	Phencyclidine - Induced Depressive Disorder, Without use disorder	N	Y
Hallucinogen Related Disorders	F16.94	Phencyclidine/Other Hallucinogen - Induced Depressive Disorder, Without use disorder	N	Y
Hallucinogen-Related Disorders	F16.94	Other Hallucinogen - Induced Bipolar and Related Disorder, Without use disorder	N	Y
Hallucinogen-Related Disorders	F16.94	Phencyclidine - Induced Bipolar and Related Disorder, Without use disorder	N	Y
Hallucinogen-Related Disorders	F16.94	Other hallucinogen - Induced Depressive Disorder, Without use disorder	N	Y
Hallucinogen Related Disorders	F16.959	Other Hallucinogen-Induced Psychotic Disorder, Without use disorder	N	Y
Hallucinogen Related Disorders	F16.959	Phencyclidine-Induced Psychotic Disorder, Without use disorder	N	Y
Hallucinogen Related Disorders	F16.959	Phencyclidine/Other Hallucinogen -Induced Psychotic Disorder, Without use disorder	N	Y
Hallucinogen Related Disorders	F16.980	Other hallucinogen - Induced Anxiety Disorder, Without use disorder	N	Y
Hallucinogen Related Disorders	F16.980	Phencyclidine - Induced Anxiety Disorder, Without use disorder	N	Y
Hallucinogen Related Disorders	F16.980	Phencyclidine/Other Hallucinogen - Induced Anxiety Disorder, Without use disorder	N	Y
Hallucinogen-Related Disorders	F16.983	Hallucinogen Persisting Perception Disorder	N	Y
Hallucinogen-Related Disorders	F16.99	Unspecified Hallucinogen-Related Disorder	N	Y
Hallucinogen-Related Disorders	F16.99	Unspecified Phencyclidine-Related Disorder	N	Y
Hallucinogen-Related Disorders	F16.99	Unspecified Hallucinogen-Other	N	Y
Substance-Related Disorders	F17.208	Tobacco-Induced Sleep Disorder, With moderate or severe use disorder	N	N
Combined Other Substance Disorders	F17.209	Unspecified Tobacco-Related Disorder	N	N

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Inhalant Related Disorders	F18.121	Inhalant Intoxication Delirium, With mild use disorder	N	Y
Inhalant-Related Disorders	F18.129	Inhalant Intoxication with Use Disorder, Mild	N	Y
Inhalant Related Disorders	F18.14	Inhalant - Induced Depressive Disorder, With mild use disorder	N	Y
Inhalant Related Disorders	F18.159	Inhalant-Induced Psychotic Disorder, With mild use disorder	N	Y
Inhalant Related Disorders	F18.17	Inhalant - Induced major neurocognitive disorder, With mild use disorder	N	Y
Inhalant Related Disorders	F18.180	Inhalant - Induced Anxiety Disorder, With mild use disorder	N	Y
Inhalant Related Disorders	F18.188	Inhalant - Induced mild neurocognitive disorder, With mild use disorder	N	Y
Inhalant-Related Disorders	F18.20	Inhalant Use Disorder - Moderate	N	Y
Inhalant-Related Disorders	F18.20	Inhalant Use Disorder - Severe	N	Y
Inhalant-Related Disorders	F18.20	Inhalant Use Disorder - Moderate/Severe	N	Y
Inhalant Related Disorders	F18.221	Inhalant Intoxication Delirium, With moderate or severe use disorder	N	Y
Inhalant-Related Disorders	F18.229	Inhalant Intoxication with Use Disorder, Moderate or Severe	N	Y
Inhalant Related Disorders	F18.24	Inhalant - Induced Depressive Disorder, With moderate or severe use disorder	N	Y
Inhalant Related Disorders	F18.259	Inhalant-Induced Psychotic Disorder, With moderate or severe use disorder	N	Y
Inhalant Related Disorders	F18.27	Inhalant - Induced major neurocognitive disorder, With moderate or severe use disorder	N	Y
Inhalant Related Disorders	F18.280	Inhalant - Induced Anxiety Disorder, With moderate or severe use disorder	N	Y
Inhalant Related Disorders	F18.288	Inhalant - Induced mild neurocognitive disorder, With moderate or severe use disorder	N	Y
Inhalant Related Disorders	F18.921	Inhalant Intoxication Delirium, Without use disorder	N	Y
Inhalant-Related Disorders	F18.929	Inhalant Intoxication without Use Disorder	N	Y
Inhalant Related Disorders	F18.94	Inhalant - Induced Depressive Disorder, Without use disorder	N	Y
Inhalant Related Disorders	F18.959	Inhalant-Induced Psychotic Disorder, Without use disorder	N	Y
Inhalant Related Disorders	F18.97	Inhalant -Induced major neurocognitive disorder, Without use disorder	N	Y
Inhalant Related Disorders	F18.980	Inhalant - Induced Anxiety Disorder, Without use disorder	N	Y
Inhalant Related Disorders	F18.988	Inhalant -Induced mild neurocognitive disorder, Without use disorder	N	Y
Inhalant-Related Disorders	F18.99	Unspecified Inhalant-Related Disorder	N	Y
Combined Other Substance Disorders	F19.10	Other (or Unknown) Substance Use Disorder - Mild	N	Y
Combined Other Substance Disorders	F19.121	Other (or unknown) substance Intoxication Delirium, With mild use disorder	N	Y

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Combined Other Substance Disorders	F19.129	Other (or Unknown) Substance Intoxication - With Use Disorder, Mild	N	Y
Combined Other Substance Disorders	F19.14	Other (or unknown) substance - Induced Bipolar and Related Disorder, With mild use disorder	N	Y
Combined Other Substance Disorders	F19.14	Other (or unknown) substance - Induced Depressive Disorder, With mild use disorder	N	Y
Combined Other Substance Disorders	F19.14	Other (or unknown) substance - Induced Depressive/Bipolar/Related Disorder, With mild use disorder	N	Y
Combined Other Substance Disorders	F19.159	Other (or unknown) substance Induced Psychotic Disorder, With mild use disorder	N	Y
Combined Other Substance Disorders	F19.17	Other (or unknown) substance induced major neurocognitive disorder, With mild use disorder	N	Y
Combined Other Substance Disorders	F19.180	Other (or unknown) substance - Induced Anxiety Disorder, With mild use disorder	N	Y
Combined Other Substance Disorders	F19.181	Other (Or Unknown) Substance Induced Sexual Dysfunction, With mild use disorder	N	Y
Combined Other Substance Disorders	F19.188	Other (or unknown) substance - induced mild neurocognitive disorder, With mild use disorder	N	Y
Combined Other Substance Disorders	F19.188	Other (or unknown) substance- Induced Obsessive-Compulsive and Related Disorder, With mild use disorder	N	Y
Combined Other Substance Disorders	F19.188	Other (or unknown) substance-Induced mild neurocognitive/Obsessive-Compulsive/Related Disorder, With mild use disorder	N	Y
Combined Other Substance Disorders	F19.20	Other (or Unknown) Substance Use Disorder - Moderate	N	Y
Combined Other Substance Disorders	F19.20	Other (or Unknown) Substance Use Disorder - Severe	N	Y
Combined Other Substance Disorders	F19.20	Substance Use Disorder, Other (or Unknown) - Moderate - Severe	N	Y
Combined Other Substance Disorders	F19.221	Other (or unknown) substance Induced Delirium, With moderate or severe use disorder	N	Y
Combined Other Substance Disorders	F19.229	Other (or Unknown) Substance Intoxication - With Use Disorder, Moderate or Severe	N	Y
Combined Other Substance Disorders	F19.231	Other (or unknown) substance withdrawal delirium	N	Y
Combined Other Substance Disorders	F19.239	Other (or Unknown) Substance Withdrawal	N	Y
Combined Other Substance Disorders	F19.24	Other (or unknown) substance - Induced Bipolar and Related Disorder, With moderate or severe use disorder	N	Y
Combined Other Substance Disorders	F19.24	Other (or unknown) substance - Induced Depressive Disorder, With moderate or severe use disorder	N	Y
Combined Other Substance Disorders	F19.24	Other (or unknown) substance - Induced Depressive/Bipolar/Related Disorder, With moderate or severe use disorder	N	Y
Combined Other Substance Disorders	F19.259	Other (or unknown) substance-Induced Psychotic Disorder, With moderate or severe use disorder	N	Y

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Combined Other Substance Disorders	F19.27	Other (or unknown) substance - induced major neurocognitive disorder) With moderate or severe use disorder	N	Y
Combined Other Substance Disorders	F19.280	Other (or unknown) substance - Induced Anxiety Disorder, With moderate or severe use disorder	N	Y
Combined Other Substance Disorders	F19.281	Other (or unknown) Substance- Induced Sexual Dysfunction, With moderate or severe use disorder	N	Y
Combined Other Substance Disorders	F19.282	Other (or unknown) substance-Induced Sleep Disorder, With moderate or severe use disorder	N	Y
Combined Other Substance Disorders	F19.288	Other (or unknown) substance-induced mild neurocognitive disorder, With moderate or severe use disorder	N	Y
Combined Other Substance Disorders	F19.288	Other (or unknown) substance- Induced Obsessive-Compulsive and Related Disorder, With moderate or severe use disorder	N	Y
Combined Other Substance Disorders	F19.288	Other (or unknown) substance- Induced mild neurocognitive/Obsessive-Compulsive/Related Disorder, With moderate or severe use disorder	N	Y
Combined Other Substance Disorders	F19.921	Other (or unknown) substance intoxication Delirium, Without use disorder	N	Y
Combined Other Substance Disorders	F19.929	Other (or Unknown) Substance Intoxication - Without Use Disorder	N	Y
Combined Other Substance Disorders	F19.94	Other (or unknown) substance - Induced Bipolar and Related Disorder, Without use disorder	N	Y
Combined Other Substance Disorders	F19.94	Other (or unknown) substance - Induced Depressive Disorder, Without use disorder	N	Y
Combined Other Substance Disorders	F19.94	Other (or unknown) substance - Induced Depressive/Bipolar/Related Disorder, Without use disorder	N	Y
Combined Other Substance Disorders	F19.959	Other (or unknown) substance Induced Psychotic Disorder, Without use disorder	N	Y
Combined Other Substance Disorders	F19.97	Other (or unknown) substance-induced major neurocognitive disorder, Without use disorder	N	Y
Combined Other Substance Disorders	F19.980	Other (or unknown) substance - Induced Anxiety Disorder, Without use disorder	N	Y
Combined Other Substance Disorders	F19.981	Other (or unknown) Substance-Induced Sexual Dysfunction, Without use disorder	N	Y
Combined Other Substance Disorders	F19.988	Other (or unknown) substance mild neurocognitive disorder Without use disorder	N	Y
Combined Other Substance Disorders	F19.988	Other (or unknown) substance- Induced Obsessive-Compulsive and Related Disorder, Without use disorder	N	Y
Combined Other Substance Disorders	F19.988	Other (or unknown) substance- Induced mild neurocognitive/Obsessive-Compulsive/Related Disorder, Without use disorder	N	Y
Combined Other Substance Disorders	F19.99	Unspecified Other (or Unknown) Substance–Related Disorder	N	Y

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Schizophrenia Spectrum and Other Psychotic Disorders	F20.81	Schizophreniform Disorder	Y	N
Schizophrenia Spectrum and Other Psychotic Disorders	F20.9	Schizophrenia	Y	N
Personality Disorders	F21	Schizotypal Personality Disorder	Y	N
Schizophrenia Spectrum and Other Psychotic Disorders	F21	Schizotypal (Personality) Disorder	Y	N
Schizophrenia Spectrum and Other Psychotic Disorders	F22	Delusional Disorder	Y	N
Schizophrenia Spectrum and Other Psychotic Disorders	F23	Brief Psychotic Disorder	Y	N
Schizophrenia Spectrum and Other Psychotic Disorders	F25.0	Schizoaffective Disorder Bipolar Type	Y	N
Schizophrenia Spectrum and Other Psychotic Disorders	F25.1	Schizoaffective Disorder Depressive Type	Y	N
Schizophrenia Spectrum and Other Psychotic Disorders	F28	Other Specified Schizophrenia Spectrum and Other Psychotic Disorder	Y	N
Schizophrenia Spectrum and Other Psychotic Disorders	F29	Unspecified Schizophrenia Spectrum and Other Psychotic Disorder	Y	N
Bipolar and Related Disorders	F31.0	Bipolar I Disorder Current or most recent episode hypomanic	Y	N
Bipolar and Related Disorders	F31.11	Bipolar I Disorder Current or most recent episode manic - Mild	Y	N
Bipolar and Related Disorders	F31.12	Bipolar I Disorder Current or most recent episode manic - Moderate	Y	N
Bipolar and Related Disorders	F31.13	Bipolar I Disorder Current or most recent episode manic - Severe	Y	N
Bipolar and Related Disorders	F31.2	Bipolar I Disorder Current or most recent episode manic - with Psychotic Features	Y	N
Bipolar and Related Disorders	F31.31	Bipolar I Disorder Current or most recent episode depressed - Mild	Y	N
Bipolar and Related Disorders	F31.32	Bipolar I Disorder Current or most recent episode depressed - Moderate	Y	N
Bipolar and Related Disorders	F31.4	Bipolar I Disorder Current or most recent episode depressed - Severe	Y	N
Bipolar and Related Disorders	F31.5	Bipolar I Disorder Current or most recent episode depressed - with Psychotic Features	Y	N
Bipolar and Related Disorders	F31.71	Bipolar I Disorder Current or most recent episode hypomanic - in partial remission	Y	N
Bipolar and Related Disorders	F31.72	Bipolar I Disorder Current or most recent episode hypomanic - in full remission	Y	N
Bipolar and Related Disorders	F31.73	Bipolar I Disorder Current or most recent episode manic - In Partial Remission	Y	N
Bipolar and Related Disorders	F31.74	Bipolar I Disorder Current or most recent episode manic - In Full Remission	Y	N
Bipolar and Related Disorders	F31.75	Bipolar I Disorder Current or most recent episode depressed - In Partial Remission	Y	N

Diagnostic Category	ICD-10 DX Code	Diagnostic Description ICD-10	BH MH	BH SU
Bipolar and Related Disorders	F31.76	Bipolar I Disorder Current or most recent episode depressed - In Full Remission	Y	N
Bipolar and Related Disorders	F31.81	Bipolar II Disorder	Y	N
Bipolar and Related Disorders	F31.89	Other Specified Bipolar and Related Disorder	Y	N
Bipolar and Related Disorders	F31.9	Bipolar I Disorder Current or most recent episode hypomanic - unspecified	Y	N
Bipolar and Related Disorders	F31.9	Bipolar I Disorder Current or most recent episode manic - Unspecified	Y	N
Bipolar and Related Disorders	F31.9	Bipolar I Disorder Current or most recent episode depressed - Unspecified	Y	N
Bipolar and Related Disorders	F31.9	Bipolar I Disorder Current or most recent episode unspecified	Y	N
Bipolar and Related Disorders	F31.9	Unspecified Bipolar and Related Disorder	Y	N
Bipolar and Related Disorders	F31.9	Bipolar Disorder - Unspecified	Y	N
Depressive Disorders	F32.0	Major Depressive Disorder, Single Episode -Mild	Y	N
Depressive Disorders	F32.1	Major Depressive Disorder, Single Episode -Moderate	Y	N
Depressive Disorders	F32.2	Major Depressive Disorder, Single Episode -Severe	Y	N
Depressive Disorders	F32.3	Major Depressive Disorder, Single Episode -with Psychotic Features	Y	N
Depressive Disorders	F32.4	Major Depressive Disorder, Single Episode -in Partial Remission	Y	N
Depressive Disorders	F32.5	Major Depressive Disorder, Single Episode -in Full Remission	Y	N
Depressive Disorders	F32.8	Other Specified Depressive Disorder	Y	N
Depressive Disorders	F32.9	Major Depressive Disorder, Single Episode - Unspecified	Y	N
Depressive Disorders	F32.9	Unspecified Depressive Disorder	Y	N
Depressive Disorders	F33.0	Major Depressive Disorder, Recurrent Episode -Mild	Y	N
Depressive Disorders	F33.1	Major Depressive Disorder, Recurrent Episode - Moderate	Y	N
Depressive Disorders	F33.2	Major Depressive Disorder, Recurrent Episode - Severe	Y	N
Depressive Disorders	F33.3	Major Depressive Disorder, Recurrent Episode -with Psychotic Features	Y	N
Depressive Disorders	F33.41	Major Depressive Disorder, Recurrent Episode -in Partial Remission	Y	N
Depressive Disorders	F33.42	Major Depressive Disorder, Recurrent Episode -in Full Remission	Y	N
Depressive Disorders	F33.9	Major Depressive Disorder, Recurrent Episode - Unspecified	Y	N
Bipolar and Related Disorders	F34.0	Cyclothymic Disorder	Y	N
Depressive Disorders	F34.1	Persistent Depressive Disorder (Dysthymia)	Y	N
Depressive Disorders	F34.8	Disruptive Mood Dysregulation Disorder	Y	N
Anxiety Disorders	F40.00	Agoraphobia	Y	N

Diagnostic Category	ICD-10 DX Code	Diagnostic Description ICD-10	BH MH	BH SU
Anxiety Disorders	F40.10	Social Anxiety Disorder (Social Phobia)	Y	N
Anxiety Disorders	F40.218	Specific Phobia - Animal	Y	N
Anxiety Disorders	F40.228	Specific Phobia - Natural Environment	Y	N
Anxiety Disorders	F40.230	Specific Phobia - Fear of Blood	Y	N
Anxiety Disorders	F40.231	Specific Phobia - Fear of Injections and Transfusions	Y	N
Anxiety Disorders	F40.232	Specific Phobia - Fear of Other Medical Care	Y	N
Anxiety Disorders	F40.233	Specific Phobia - Fear of Injury	Y	N
Anxiety Disorders	F40.248	Specific Phobia - Situational	Y	N
Anxiety Disorders	F40.298	Specific Phobia - Other	Y	N
Anxiety Disorders	F41.0	Panic Disorder	Y	N
Anxiety Disorders	F41.1	Generalized Anxiety Disorder	Y	N
Anxiety Disorders	F41.8	Other Specified Anxiety Disorder	Y	N
Anxiety Disorders	F41.9	Unspecified Anxiety Disorder	Y	N
Obsessive-Compulsive and Related Disorders	F42	Hoarding Disorder	Y	N
Obsessive-Compulsive and Related Disorders	F42	Obsessive-Compulsive Disorder	Y	N
Obsessive-Compulsive and Related Disorders	F42	Other Specified Obsessive-Compulsive and Related Disorder	Y	N
Obsessive-Compulsive and Related Disorders	F42	Unspecified Obsessive-Compulsive and Related Disorder	Y	N
Personality Disorders	F42	Obsessive-Compulsive Disorder	Y	N
Personality Disorders	F42	Obsessive-Compulsive Disorder, other	Y	N
Trauma- and Stressor-Related Disorders	F43.0	Acute Stress Disorder	Y	N
Trauma- and Stressor-Related Disorders	F43.10	Posttraumatic Stress Disorder	Y	N
Trauma- and Stressor-Related Disorders	F43.20	Adjustment Disorders - Unspecified	Y	N
Trauma- and Stressor-Related Disorders	F43.21	Adjustment Disorder with depressed mood, Persistent	Y	N
Trauma- and Stressor-Related Disorders	F43.22	Adjustment Disorders With Anxiety	Y	N
Trauma- and Stressor-Related Disorders	F43.23	Adjustment Disorders with Mixed Anxiety and Depressed Mood	Y	N
Trauma- and Stressor-Related Disorders	F43.24	Adjustment Disorders with Disturbance of Conduct	Y	N
Trauma- and Stressor-Related Disorders	F43.25	Adjustment Disorders with Mixed Disturbance of Emotions and Conduct	Y	N
Trauma- and Stressor-Related Disorders	F43.8	Other Specified Trauma- and Stressor-Related Disorder	Y	N
Trauma- and Stressor-Related Disorders	F43.9	Unspecified Trauma- and Stressor-Related Disorder	Y	N
Dissociative Disorders	F44.0	Dissociative Amnesia	Y	N
Dissociative Disorders	F44.1	Dissociative Amnesia WITH Dissociative Fugue	Y	N

Diagnostic Category	ICD-10 DX Code	Diagnostic Description ICD-10	BH MH	BH SU
Somatic Symptom and Related Disorders	F44.4	Conversion Disorder (Functional Neurological Symptom Disorder) with Abnormal Movement	Y	N
Somatic Symptom and Related Disorders	F44.4	Conversion Disorder (Functional Neurological Symptom Disorder) with Speech Symptom	Y	N
Somatic Symptom and Related Disorders	F44.4	Conversion Disorder (Functional Neurological Symptom Disorder) with Swallowing Symptoms	Y	N
Somatic Symptom and Related Disorders	F44.4	Conversion Disorder (Functional Neurological Symptom Disorder) with Weakness or Paralysis	Y	N
Somatic Symptom and Related Disorders	F44.4	Conversion Disorder (Functional Neurological Symptom Disorder) - other physical impairment	Y	N
Somatic Symptom and Related Disorders	F44.5	Conversion Disorder (Functional Neurological Symptom Disorder) with Attacks or Seizures	Y	N
Somatic Symptom and Related Disorders	F44.6	Conversion Disorder (Functional Neurological Symptom Disorder) with Anesthesia or Sensory Loss	Y	N
Somatic Symptom and Related Disorders	F44.6	Conversion Disorder (Functional Neurological Symptom Disorder) with Special Sensory Symptom	Y	N
Somatic Symptom and Related Disorders	F44.6	Conversion Disorder (Functional Neurological Symptom Disorder) - other sensory impairment	Y	N
Somatic Symptom and Related Disorders	F44.7	Conversion Disorder (Functional Neurological Symptom Disorder) with Mixed Symptoms	Y	N
Dissociative Disorders	F44.81	Dissociative Identity Disorder	Y	N
Dissociative Disorders	F44.89	Other Specified Dissociative Disorder	Y	N
Dissociative Disorders	F44.9	Unspecified Dissociative Disorder	Y	N
Somatic Symptom and Related Disorders	F45.1	Somatic Symptom Disorder	Y	N
Somatic Symptom and Related Disorders	F45.21	Illness Anxiety Disorder	Y	N
Obsessive-Compulsive and Related Disorders	F45.22	Body Dysmorphic Disorder	Y	N
Somatic Symptom and Related Disorders	F45.8	Other Specified Somatic Symptom and Related Disorder	Y	N
Somatic Symptom and Related Disorders	F45.9	Unspecified Somatic Symptom and Related Disorder	Y	N
Dissociative Disorders	F48.1	Depersonalization/Derealization Disorder	Y	N
Feeding and Eating Disorders - Anorexia & Bulemia	F50.01	Anorexia Nervosa - Restricting Type	E	N
Feeding and Eating Disorders - Anorexia & Bulemia	F50.02	Anorexia Nervosa - Binge-eating/Purging Type	E	N
Feeding and Eating Disorders - Anorexia & Bulemia	F50.2	Bulimia Nervosa	E	N
Feeding and Eating Disorders - Binge Eating	F50.8	Binge-Eating Disorder	E	N
Feeding and Eating Disorders - Other	F50.8	Pica in adults	E	N
Feeding and Eating Disorders - Other	F50.8	Avoidant/Restrictive Food Intake Disorder	E	N

Diagnostic Category	ICD-10 DX Code	Diagnostic Description ICD-10	BH MH	BH SU
Feeding and Eating Disorders - Other	F50.8	Other Specified Feeding or Eating Disorder	E	N
Feeding and Eating Disorders - Other	F50.8	Feeding / Eating Disorder - other	E	N
Feeding and Eating Disorders - Other	F50.9	Unspecified Feeding or Eating Disorder	E	N
Sleep-Wake Disorders	F51.01	Insomnia Disorder	E	N
Sleep-Wake Disorders	F51.11	Hypersomnolence Disorder	E	N
Sleep-Wake Disorders	F51.4	Non-Rapid Eye Movement Sleep Arousal Disorders - Sleep Terrors	E	N
Sleep-Wake Disorders	F51.5	Nightmare Disorder	E	N
Somatic Symptom and Related Disorders	F54	Psychological Factors Affecting Other Medical Conditions	E	N
Personality Disorders	F60.0	Paranoid Personality Disorder	Y	N
Personality Disorders	F60.1	Schizoid Personality Disorder	Y	N
Disruptive, Impulse-Control, and Conduct Disorders	F60.2	Antisocial Personality Disorder	Y	N
Personality Disorders	F60.2	Antisocial Personality Disorder	Y	N
Personality Disorders	F60.3	Borderline Personality Disorder	Y	N
Personality Disorders	F60.4	Histrionic Personality Disorder	Y	N
Personality Disorders	F60.6	Avoidant Personality Disorder	Y	N
Personality Disorders	F60.7	Dependent Personality Disorder	Y	N
Personality Disorders	F60.81	Narcissistic Personality Disorder	Y	N
Personality Disorders	F60.89	Other Specified Personality Disorder	Y	N
Personality Disorders	F60.9	Unspecified Personality Disorder	Y	N
Combined Other Substance Disorders	F63.0	Gambling Disorder	E	N
Disruptive, Impulse-Control, and Conduct Disorders	F63.1	Pyromania	Y	N
Disruptive, Impulse-Control, and Conduct Disorders	F63.2	Kleptomania	Y	N
Obsessive-Compulsive and Related Disorders	F63.3	Trichotillomania (Hair-Pulling Disorder)	Y	N
Disruptive, Impulse-Control, and Conduct Disorders	F63.81	Intermittent Explosive Disorder	Y	N
Gender Dysphoria	F64.1	Gender Dysphoria in Adolescents and Adults	Y	N
Gender Dysphoria	F64.8	Other Specified Gender Dysphoria	Y	N
Gender Dysphoria	F64.9	Unspecified Gender Dysphoria	Y	N
Paraphilic Disorders	F65.1	Transvestic Disorder	E	N
Paraphilic Disorders	F65.4	Pedophilic Disorder	E	N
Paraphilic Disorders	F65.52	Sexual Sadism Disorder	E	N
Somatic Symptom and Related Disorders	F68.10	Factitious Disorder	E	N

Diagnostic Category	ICD-10 DX Code	Diagnostic Description ICD-10	BH MH	BH SU
Intellectual Disabilities	F70	Intellectual Disability (Intellectual Developmental Disorder) - Mild	N	N
Intellectual Disabilities	F71	Intellectual Disability (Intellectual Developmental Disorder) - Moderate	N	N
Intellectual Disabilities	F72	Intellectual Disability (Intellectual Developmental Disorder) - Severe	N	N
Intellectual Disabilities	F73	Intellectual Disability (Intellectual Developmental Disorder) - Profound	N	N
Intellectual Disabilities	F79	Unspecified Intellectual Disability (Intellectual Developmental Disorder)	N	N
Autism Spectrum Disorder	F84.0	Autism Spectrum Disorder	N	N
Intellectual Disabilities	F88	Global Developmental Delay	N	N
Other Neurodevelopmental Disorders	F88	Other Specified Neurodevelopmental Disorder	N	N
Other Neurodevelopmental Disorders	F88	Intellectual Disabilities, Neurodevelopmental Disorder - other	N	N
Other Neurodevelopmental Disorders	F89	Unspecified Neurodevelopmental Disorder	N	N
Trauma- and Stressor-Related Disorders	F90.0	Attention-Deficit/Hyperactivity Disorder Predominantly inattentive presentation	Y	N
Trauma- and Stressor-Related Disorders	F90.1	Attention-Deficit/Hyperactivity Disorder Predominantly hyperactive/impulsive presentation	Y	N
Trauma- and Stressor-Related Disorders	F90.2	Attention-Deficit/Hyperactivity Disorder Combined Presentation	Y	N
Trauma- and Stressor-Related Disorders	F90.8	Other Specified Attention-Deficit/Hyperactivity Disorder	Y	N
Trauma- and Stressor-Related Disorders	F90.9	Unspecified Attention-Deficit/Hyperactivity Disorder	Y	N
Disruptive, Impulse-Control, and Conduct Disorders	F91.1	Conduct Disorder - Childhood-onset Type	Y	N
Disruptive, Impulse-Control, and Conduct Disorders	F91.2	Conduct Disorder - Adolescent-onset Type	Y	N
Disruptive, Impulse-Control, and Conduct Disorders	F91.3	Oppositional Defiant Disorder	Y	N
Disruptive, Impulse-Control, and Conduct Disorders	F91.8	Other Specified Disruptive, Impulse-Control, and Conduct Disorder	Y	N
Disruptive, Impulse-Control, and Conduct Disorders	F91.9	Conduct Disorder - Unspecified Onset	Y	N
Disruptive, Impulse-Control, and Conduct Disorders	F91.9	Unspecified Disruptive, Impulse-Control, and Conduct Disorder	Y	N
Disruptive, Impulse-Control, and Conduct Disorders	F91.9	Disruptive, Impulse-Control, and Conduct Disorders - other	Y	N
Anxiety Disorders	F93.0	Separation Anxiety Disorder	Y	N
Disruptive, Impulse-Control, and Conduct Disorders	F94.0	Selective Mutism	Y	N
Trauma- and Stressor-Related Disorders	F94.1	Reactive Attachment Disorder	Y	N

Diagnostic Category	ICD-10 DX Code	Diagnostic Description ICD-10	BH MH	BH SU
Trauma- and Stressor-Related Disorders	F94.2	Disinhibited Social Engagement Disorder	Y	N
Elimination Disorders	F98.0	Enuresis	E	N
Elimination Disorders	F98.1	Encopresis	E	N
Feeding and Eating Disorders - Other	F98.21	Rumination Disorder	E	N
Feeding and Eating Disorders - Other	F98.3	Pica in Children	E	N
Other Mental Disorders	F99	Other Specified Mental Disorder	E	N
Other Mental Disorders	F99	Unspecified Mental Disorder	E	N
Other Mental Disorders	F99	Other Specified/Unspecified Mental Disorder	E	N
Sleep-Wake Disorders	G47.00	Unspecified Insomnia Disorder	E	N
Sleep-Wake Disorders	G47.09	Other Specified Insomnia Disorder	E	N
Sleep-Wake Disorders	G47.10	Unspecified Hypersomnolence Disorder	E	N
Sleep-Wake Disorders	G47.19	Other Specified Hypersomnolence Disorder	E	N
Sleep-Wake Disorders	G47.20	Circadian Rhythm Sleep-Wake Disorders - Unspecified Type	E	N
Sleep-Wake Disorders	G47.21	Circadian Rhythm Sleep-Wake Disorders - Delayed Sleep Phase Type	E	N
Sleep-Wake Disorders	G47.22	Circadian Rhythm Sleep-Wake Disorders - Advanced Sleep Phase Type	E	N
Sleep-Wake Disorders	G47.23	Circadian Rhythm Sleep-Wake Disorders - Irregular Sleep-wake Type	E	N
Sleep-Wake Disorders	G47.24	Circadian Rhythm Sleep-Wake Disorders Non-24-hour Sleep-wake Type	E	N
Sleep-Wake Disorders	G47.26	Circadian Rhythm Sleep-Wake Disorders -Shift Work Type	E	N
Obsessive-Compulsive and Related Disorders	L98.1	Excoriation (Skin-Picking) Disorder	Y	N

APPENDIX C: CLAIMS DIAGNOSIS

Specific to the claims that are submitted to the ASO, the following are allowable claims diagnoses. A list of valid ICD-10 diagnosis codes for claim submission are outlined below. Providers will note that there are additional codes that are acceptable for claims that are not valid codes for authorization purposes. This flexibility was included as providers may not know all possible diagnoses at the point in time of authorization. There may be diagnoses being treated that are appropriate for billing that are not on the authorization.

Additionally, this list is not all inclusive of diagnosis descriptions. For instance, F06.1 is listed here as *Catatonic disorder due to known physiological condition*. F06.1 also represents several other descriptions such as *Catatonic Disorder Due to Another Medical Condition*. The provider is allowed to submit claims for the gamut of descriptions associated with that single numerical ICD-CM-10 if it is listed here:

ICD-CM-10	Short Description	Long Description
F983	Pica of infancy and childhood	Pica of infancy and childhood
F630	Pathological gambling	Pathological gambling
F060	Psychotic disorder w hallucin due to known physiol condition	Psychotic disorder with hallucinations due to known physiological condition
F061	Catatonic disorder due to known physiological condition	Catatonic disorder due to known physiological condition
F062	Psychotic disorder w delusions due to known physiol cond	Psychotic disorder with delusions due to known physiological condition
F0630	Mood disorder due to known physiological condition, unsp	Mood disorder due to known physiological condition, unspecified
F0631	Mood disorder due to known physiol cond w depressv features	Mood disorder due to known physiological condition with depressive features
F0632	Mood disord d/t physiol cond w major depressive-like epsd	Mood disorder due to known physiological condition with major depressive-like episode
F0633	Mood disorder due to known physiol cond w manic features	Mood disorder due to known physiological condition with manic features
F0634	Mood disorder due to known physiol cond w mixed features	Mood disorder due to known physiological condition with mixed features
F064	Anxiety disorder due to known physiological condition	Anxiety disorder due to known physiological condition
F070	Personality change due to known physiological condition	Personality change due to known physiological condition
F079	Unsp personality & behavrl disord due to known physiol cond	Unspecified personality and behavioral disorder due to known physiological condition
F09	Unsp mental disorder due to known physiological condition	Unspecified mental disorder due to known physiological condition
F1010	Alcohol abuse, uncomplicated	Alcohol abuse, uncomplicated
F10120	Alcohol abuse with intoxication, uncomplicated	Alcohol abuse with intoxication, uncomplicated
F10121	Alcohol abuse with intoxication delirium	Alcohol abuse with intoxication delirium
F10129	Alcohol abuse with intoxication, unspecified	Alcohol abuse with intoxication, unspecified

ICD-CM-10	Short Description	Long Description
F1014	Alcohol abuse with alcohol-induced mood disorder	Alcohol abuse with alcohol-induced mood disorder
F10150	Alcohol abuse w alcoh-induce psychotic disorder w delusions	Alcohol abuse with alcohol-induced psychotic disorder with delusions
F10151	Alcohol abuse w alcoh-induce psychotic disorder w hallucin	Alcohol abuse with alcohol-induced psychotic disorder with hallucinations
F10159	Alcohol abuse with alcohol-induced psychotic disorder, unsp	Alcohol abuse with alcohol-induced psychotic disorder, unspecified
F10180	Alcohol abuse with alcohol-induced anxiety disorder	Alcohol abuse with alcohol-induced anxiety disorder
F10181	Alcohol abuse with alcohol-induced sexual dysfunction	Alcohol abuse with alcohol-induced sexual dysfunction
F10182	Alcohol abuse with alcohol-induced sleep disorder	Alcohol abuse with alcohol-induced sleep disorder
F10188	Alcohol abuse with other alcohol-induced disorder	Alcohol abuse with other alcohol-induced disorder
F1019	Alcohol abuse with unspecified alcohol-induced disorder	Alcohol abuse with unspecified alcohol-induced disorder
F1020	Alcohol dependence, uncomplicated	Alcohol dependence, uncomplicated
F1021	Alcohol dependence, in remission	Alcohol dependence, in remission
F10220	Alcohol dependence with intoxication, uncomplicated	Alcohol dependence with intoxication, uncomplicated
F10221	Alcohol dependence with intoxication delirium	Alcohol dependence with intoxication delirium
F10229	Alcohol dependence with intoxication, unspecified	Alcohol dependence with intoxication, unspecified
F10230	Alcohol dependence with withdrawal, uncomplicated	Alcohol dependence with withdrawal, uncomplicated
F10231	Alcohol dependence with withdrawal delirium	Alcohol dependence with withdrawal delirium
F10232	Alcohol dependence w withdrawal with perceptual disturbance	Alcohol dependence with withdrawal with perceptual disturbance
F10239	Alcohol dependence with withdrawal, unspecified	Alcohol dependence with withdrawal, unspecified
F1024	Alcohol dependence with alcohol-induced mood disorder	Alcohol dependence with alcohol-induced mood disorder
F10250	Alcohol depend w alcoh-induce psychotic disorder w delusions	Alcohol dependence with alcohol-induced psychotic disorder with delusions
F10251	Alcohol depend w alcoh-induce psychotic disorder w hallucin	Alcohol dependence with alcohol-induced psychotic disorder with hallucinations
F10259	Alcohol dependence w alcoh-induce psychotic disorder, unsp	Alcohol dependence with alcohol-induced psychotic disorder, unspecified
F1026	Alcohol depend w alcoh-induce persisting amnestic disorder	Alcohol dependence with alcohol-induced persisting amnestic disorder
F1027	Alcohol dependence with alcohol-induced persisting dementia	Alcohol dependence with alcohol-induced persisting dementia
F10280	Alcohol dependence with alcohol-induced anxiety disorder	Alcohol dependence with alcohol-induced anxiety disorder
F10281	Alcohol dependence with alcohol-induced sexual dysfunction	Alcohol dependence with alcohol-induced sexual dysfunction
F10282	Alcohol dependence with alcohol-induced sleep disorder	Alcohol dependence with alcohol-induced sleep disorder

ICD-CM-10	Short Description	Long Description
F10288	Alcohol dependence with other alcohol-induced disorder	Alcohol dependence with other alcohol-induced disorder
F1029	Alcohol dependence with unspecified alcohol-induced disorder	Alcohol dependence with unspecified alcohol-induced disorder
F10920	Alcohol use, unspecified with intoxication, uncomplicated	Alcohol use, unspecified with intoxication, uncomplicated
F10921	Alcohol use, unspecified with intoxication delirium	Alcohol use, unspecified with intoxication delirium
F10929	Alcohol use, unspecified with intoxication, unspecified	Alcohol use, unspecified with intoxication, unspecified
F1094	Alcohol use, unspecified with alcohol-induced mood disorder	Alcohol use, unspecified with alcohol-induced mood disorder
F10950	Alcohol use, unsp w alcoh-induce psych disorder w delusions	Alcohol use, unspecified with alcohol-induced psychotic disorder with delusions
F10951	Alcohol use, unsp w alcoh-induce psych disorder w hallucin	Alcohol use, unspecified with alcohol-induced psychotic disorder with hallucinations
F10959	Alcohol use, unsp w alcohol-induced psychotic disorder, unsp	Alcohol use, unspecified with alcohol-induced psychotic disorder, unspecified
F1096	Alcohol use, unsp w alcoh-induce persist amnestic disorder	Alcohol use, unspecified with alcohol-induced persisting amnestic disorder
F1097	Alcohol use, unsp with alcohol-induced persisting dementia	Alcohol use, unspecified with alcohol-induced persisting dementia
F10980	Alcohol use, unsp with alcohol-induced anxiety disorder	Alcohol use, unspecified with alcohol-induced anxiety disorder
F10981	Alcohol use, unsp with alcohol-induced sexual dysfunction	Alcohol use, unspecified with alcohol-induced sexual dysfunction
F10982	Alcohol use, unspecified with alcohol-induced sleep disorder	Alcohol use, unspecified with alcohol-induced sleep disorder
F10988	Alcohol use, unspecified with other alcohol-induced disorder	Alcohol use, unspecified with other alcohol-induced disorder
F1099	Alcohol use, unsp with unspecified alcohol-induced disorder	Alcohol use, unspecified with unspecified alcohol-induced disorder
F1110	Opioid abuse, uncomplicated	Opioid abuse, uncomplicated
F11120	Opioid abuse with intoxication, uncomplicated	Opioid abuse with intoxication, uncomplicated
F11121	Opioid abuse with intoxication delirium	Opioid abuse with intoxication delirium
F11122	Opioid abuse with intoxication with perceptual disturbance	Opioid abuse with intoxication with perceptual disturbance
F11129	Opioid abuse with intoxication, unspecified	Opioid abuse with intoxication, unspecified
F1114	Opioid abuse with opioid-induced mood disorder	Opioid abuse with opioid-induced mood disorder
F11150	Opioid abuse w opioid-induced psychotic disorder w delusions	Opioid abuse with opioid-induced psychotic disorder with delusions
F11151	Opioid abuse w opioid-induced psychotic disorder w hallucin	Opioid abuse with opioid-induced psychotic disorder with hallucinations
F11159	Opioid abuse with opioid-induced psychotic disorder, unsp	Opioid abuse with opioid-induced psychotic disorder, unspecified
F11181	Opioid abuse with opioid-induced sexual dysfunction	Opioid abuse with opioid-induced sexual dysfunction
F11182	Opioid abuse with opioid-induced sleep disorder	Opioid abuse with opioid-induced sleep disorder

ICD-CM-10	Short Description	Long Description
F11188	Opioid abuse with other opioid-induced disorder	Opioid abuse with other opioid-induced disorder
F1119	Opioid abuse with unspecified opioid-induced disorder	Opioid abuse with unspecified opioid-induced disorder
F1120	Opioid dependence, uncomplicated	Opioid dependence, uncomplicated
F1121	Opioid dependence, in remission	Opioid dependence, in remission
F11220	Opioid dependence with intoxication, uncomplicated	Opioid dependence with intoxication, uncomplicated
F11221	Opioid dependence with intoxication delirium	Opioid dependence with intoxication delirium
F11222	Opioid dependence w intoxication with perceptual disturbance	Opioid dependence with intoxication with perceptual disturbance
F11229	Opioid dependence with intoxication, unspecified	Opioid dependence with intoxication, unspecified
F1123	Opioid dependence with withdrawal	Opioid dependence with withdrawal
F1124	Opioid dependence with opioid-induced mood disorder	Opioid dependence with opioid-induced mood disorder
F11250	Opioid depend w opioid-induc psychotic disorder w delusions	Opioid dependence with opioid-induced psychotic disorder with delusions
F11251	Opioid depend w opioid-induc psychotic disorder w hallucin	Opioid dependence with opioid-induced psychotic disorder with hallucinations
F11259	Opioid dependence w opioid-induced psychotic disorder, unsp	Opioid dependence with opioid-induced psychotic disorder, unspecified
F11281	Opioid dependence with opioid-induced sexual dysfunction	Opioid dependence with opioid-induced sexual dysfunction
F11282	Opioid dependence with opioid-induced sleep disorder	Opioid dependence with opioid-induced sleep disorder
F11288	Opioid dependence with other opioid-induced disorder	Opioid dependence with other opioid-induced disorder
F1129	Opioid dependence with unspecified opioid-induced disorder	Opioid dependence with unspecified opioid-induced disorder
F1190	Opioid use, unspecified, uncomplicated	Opioid use, unspecified, uncomplicated
F11920	Opioid use, unspecified with intoxication, uncomplicated	Opioid use, unspecified with intoxication, uncomplicated
F11921	Opioid use, unspecified with intoxication delirium	Opioid use, unspecified with intoxication delirium
F11922	Opioid use, unsp w intoxication with perceptual disturbance	Opioid use, unspecified with intoxication with perceptual disturbance
F11929	Opioid use, unspecified with intoxication, unspecified	Opioid use, unspecified with intoxication, unspecified
F1193	Opioid use, unspecified with withdrawal	Opioid use, unspecified with withdrawal
F1194	Opioid use, unspecified with opioid-induced mood disorder	Opioid use, unspecified with opioid-induced mood disorder
F11950	Opioid use, unsp w opioid-induc psych disorder w delusions	Opioid use, unspecified with opioid-induced psychotic disorder with delusions
F11951	Opioid use, unsp w opioid-induc psych disorder w hallucin	Opioid use, unspecified with opioid-induced psychotic disorder with hallucinations
F11959	Opioid use, unsp w opioid-induced psychotic disorder, unsp	Opioid use, unspecified with opioid-induced psychotic disorder, unspecified
F11981	Opioid use, unsp with opioid-induced sexual dysfunction	Opioid use, unspecified with opioid-induced sexual dysfunction

ICD-CM-10	Short Description	Long Description
F11982	Opioid use, unspecified with opioid-induced sleep disorder	Opioid use, unspecified with opioid-induced sleep disorder
F11988	Opioid use, unspecified with other opioid-induced disorder	Opioid use, unspecified with other opioid-induced disorder
F1199	Opioid use, unsp with unspecified opioid-induced disorder	Opioid use, unspecified with unspecified opioid-induced disorder
F1210	Cannabis abuse, uncomplicated	Cannabis abuse, uncomplicated
F12120	Cannabis abuse with intoxication, uncomplicated	Cannabis abuse with intoxication, uncomplicated
F12121	Cannabis abuse with intoxication delirium	Cannabis abuse with intoxication delirium
F12122	Cannabis abuse with intoxication with perceptual disturbance	Cannabis abuse with intoxication with perceptual disturbance
F12129	Cannabis abuse with intoxication, unspecified	Cannabis abuse with intoxication, unspecified
F12150	Cannabis abuse with psychotic disorder with delusions	Cannabis abuse with psychotic disorder with delusions
F12151	Cannabis abuse with psychotic disorder with hallucinations	Cannabis abuse with psychotic disorder with hallucinations
F12159	Cannabis abuse with psychotic disorder, unspecified	Cannabis abuse with psychotic disorder, unspecified
F12180	Cannabis abuse with cannabis-induced anxiety disorder	Cannabis abuse with cannabis-induced anxiety disorder
F12188	Cannabis abuse with other cannabis-induced disorder	Cannabis abuse with other cannabis-induced disorder
F1219	Cannabis abuse with unspecified cannabis-induced disorder	Cannabis abuse with unspecified cannabis-induced disorder
F1220	Cannabis dependence, uncomplicated	Cannabis dependence, uncomplicated
F1221	Cannabis dependence, in remission	Cannabis dependence, in remission
F12220	Cannabis dependence with intoxication, uncomplicated	Cannabis dependence with intoxication, uncomplicated
F12221	Cannabis dependence with intoxication delirium	Cannabis dependence with intoxication delirium
F12222	Cannabis dependence w intoxication w perceptual disturbance	Cannabis dependence with intoxication with perceptual disturbance
F12229	Cannabis dependence with intoxication, unspecified	Cannabis dependence with intoxication, unspecified
F12250	Cannabis dependence with psychotic disorder with delusions	Cannabis dependence with psychotic disorder with delusions
F12251	Cannabis dependence w psychotic disorder with hallucinations	Cannabis dependence with psychotic disorder with hallucinations
F12259	Cannabis dependence with psychotic disorder, unspecified	Cannabis dependence with psychotic disorder, unspecified
F12280	Cannabis dependence with cannabis-induced anxiety disorder	Cannabis dependence with cannabis-induced anxiety disorder
F12288	Cannabis dependence with other cannabis-induced disorder	Cannabis dependence with other cannabis-induced disorder
F1229	Cannabis dependence with unsp cannabis-induced disorder	Cannabis dependence with unspecified cannabis-induced disorder
F1290	Cannabis use, unspecified, uncomplicated	Cannabis use, unspecified, uncomplicated

ICD-CM-10	Short Description	Long Description
F12920	Cannabis use, unspecified with intoxication, uncomplicated	Cannabis use, unspecified with intoxication, uncomplicated
F12921	Cannabis use, unspecified with intoxication delirium	Cannabis use, unspecified with intoxication delirium
F12922	Cannabis use, unsp w intoxication w perceptual disturbance	Cannabis use, unspecified with intoxication with perceptual disturbance
F12929	Cannabis use, unspecified with intoxication, unspecified	Cannabis use, unspecified with intoxication, unspecified
F12950	Cannabis use, unsp with psychotic disorder with delusions	Cannabis use, unspecified with psychotic disorder with delusions
F12951	Cannabis use, unsp w psychotic disorder with hallucinations	Cannabis use, unspecified with psychotic disorder with hallucinations
F12959	Cannabis use, unsp with psychotic disorder, unspecified	Cannabis use, unspecified with psychotic disorder, unspecified
F12980	Cannabis use, unspecified with anxiety disorder	Cannabis use, unspecified with anxiety disorder
F12988	Cannabis use, unsp with other cannabis-induced disorder	Cannabis use, unspecified with other cannabis-induced disorder
F1299	Cannabis use, unsp with unsp cannabis-induced disorder	Cannabis use, unspecified with unspecified cannabis-induced disorder
F1310	Sedative, hypnotic or anxiolytic abuse, uncomplicated	Sedative, hypnotic or anxiolytic abuse, uncomplicated
F13120	Sedatv/hyp/anxiolytc abuse w intoxication, uncomplicated	Sedative, hypnotic or anxiolytic abuse with intoxication, uncomplicated
F13121	Sedatv/hyp/anxiolytc abuse w intoxication delirium	Sedative, hypnotic or anxiolytic abuse with intoxication delirium
F13129	Sedative, hypnotic or anxiolytic abuse w intoxication, unsp	Sedative, hypnotic or anxiolytic abuse with intoxication, unspecified
F1314	Sedative, hypnotic or anxiolytic abuse w mood disorder	Sedative, hypnotic or anxiolytic abuse with sedative, hypnotic or anxiolytic-induced mood disorder
F13150	Sedatv/hyp/anxiolytc abuse w psychotic disorder w delusions	Sedative, hypnotic or anxiolytic abuse with sedative, hypnotic or anxiolytic-induced psychotic disorder with delusions
F13151	Sedatv/hyp/anxiolytc abuse w psychotic disorder w hallucin	Sedative, hypnotic or anxiolytic abuse with sedative, hypnotic or anxiolytic-induced psychotic disorder with hallucinations
F13159	Sedatv/hyp/anxiolytc abuse w psychotic disorder, unsp	Sedative, hypnotic or anxiolytic abuse with sedative, hypnotic or anxiolytic-induced psychotic disorder, unspecified
F13180	Sedative, hypnotic or anxiolytic abuse w anxiety disorder	Sedative, hypnotic or anxiolytic abuse with sedative, hypnotic or anxiolytic-induced anxiety disorder
F13181	Sedative, hypnotic or anxiolytic abuse w sexual dysfunction	Sedative, hypnotic or anxiolytic abuse with sedative, hypnotic or anxiolytic-induced sexual dysfunction
F13182	Sedative, hypnotic or anxiolytic abuse w sleep disorder	Sedative, hypnotic or anxiolytic abuse with sedative, hypnotic or anxiolytic-induced sleep disorder
F13188	Sedative, hypnotic or anxiolytic abuse w oth disorder	Sedative, hypnotic or anxiolytic abuse with other sedative, hypnotic or anxiolytic-induced disorder
F1319	Sedative, hypnotic or anxiolytic abuse w unsp disorder	Sedative, hypnotic or anxiolytic abuse with unspecified sedative, hypnotic or anxiolytic-induced disorder
F1320	Sedative, hypnotic or anxiolytic dependence, uncomplicated	Sedative, hypnotic or anxiolytic dependence, uncomplicated
F1321	Sedative, hypnotic or anxiolytic dependence, in remission	Sedative, hypnotic or anxiolytic dependence, in remission
F13220	Sedatv/hyp/anxiolytc dependence w intoxication, uncomp	Sedative, hypnotic or anxiolytic dependence with intoxication, uncomplicated

ICD-CM-10	Short Description	Long Description
F13221	Sedatv/hyp/anxiolytc dependence w intoxication delirium	Sedative, hypnotic or anxiolytic dependence with intoxication delirium
F13229	Sedatv/hyp/anxiolytc dependence w intoxication, unsp	Sedative, hypnotic or anxiolytic dependence with intoxication, unspecified
F13230	Sedatv/hyp/anxiolytc dependence w withdrawal, uncomplicated	Sedative, hypnotic or anxiolytic dependence with withdrawal, uncomplicated
F13231	Sedatv/hyp/anxiolytc dependence w withdrawal delirium	Sedative, hypnotic or anxiolytic dependence with withdrawal delirium
F13232	Sedatv/hyp/anxiolytc depend w w/drawal w perceptual disturb	Sedative, hypnotic or anxiolytic dependence with withdrawal with perceptual disturbance
F13239	Sedatv/hyp/anxiolytc dependence w withdrawal, unsp	Sedative, hypnotic or anxiolytic dependence with withdrawal, unspecified
F1324	Sedative, hypnotic or anxiolytic dependence w mood disorder	Sedative, hypnotic or anxiolytic dependence with sedative, hypnotic or anxiolytic-induced mood disorder
F13250	Sedatv/hyp/anxiolytc depend w psychotic disorder w delusions	Sedative, hypnotic or anxiolytic dependence with sedative, hypnotic or anxiolytic-induced psychotic disorder with delusions
F13251	Sedatv/hyp/anxiolytc depend w psychotic disorder w hallucin	Sedative, hypnotic or anxiolytic dependence with sedative, hypnotic or anxiolytic-induced psychotic disorder with hallucinations
F13259	Sedatv/hyp/anxiolytc dependence w psychotic disorder, unsp	Sedative, hypnotic or anxiolytic dependence with sedative, hypnotic or anxiolytic-induced psychotic disorder, unspecified
F1326	Sedatv/hyp/anxiolytc depend w persisting amnestic disorder	Sedative, hypnotic or anxiolytic dependence with sedative, hypnotic or anxiolytic-induced persisting amnestic disorder
F1327	Sedatv/hyp/anxiolytc dependence w persisting dementia	Sedative, hypnotic or anxiolytic dependence with sedative, hypnotic or anxiolytic-induced persisting dementia
F13280	Sedatv/hyp/anxiolytc dependence w anxiety disorder	Sedative, hypnotic or anxiolytic dependence with sedative, hypnotic or anxiolytic-induced anxiety disorder
F13281	Sedatv/hyp/anxiolytc dependence w sexual dysfunction	Sedative, hypnotic or anxiolytic dependence with sedative, hypnotic or anxiolytic-induced sexual dysfunction
F13282	Sedative, hypnotic or anxiolytic dependence w sleep disorder	Sedative, hypnotic or anxiolytic dependence with sedative, hypnotic or anxiolytic-induced sleep disorder
F13288	Sedative, hypnotic or anxiolytic dependence w oth disorder	Sedative, hypnotic or anxiolytic dependence with other sedative, hypnotic or anxiolytic-induced disorder
F1329	Sedative, hypnotic or anxiolytic dependence w unsp disorder	Sedative, hypnotic or anxiolytic dependence with unspecified sedative, hypnotic or anxiolytic-induced disorder
F1390	Sedative, hypnotic, or anxiolytic use, unsp, uncomplicated	Sedative, hypnotic, or anxiolytic use, unspecified, uncomplicated
F13920	Sedatv/hyp/anxiolytc use, unsp w intoxication, uncomplicated	Sedative, hypnotic or anxiolytic use, unspecified with intoxication, uncomplicated
F13921	Sedatv/hyp/anxiolytc use, unsp w intoxication delirium	Sedative, hypnotic or anxiolytic use, unspecified with intoxication delirium
F13929	Sedatv/hyp/anxiolytc use, unsp w intoxication, unsp	Sedative, hypnotic or anxiolytic use, unspecified with intoxication, unspecified
F13930	Sedatv/hyp/anxiolytc use, unsp w withdrawal, uncomplicated	Sedative, hypnotic or anxiolytic use, unspecified with withdrawal, uncomplicated
F13931	Sedatv/hyp/anxiolytc use, unsp w withdrawal delirium	Sedative, hypnotic or anxiolytic use, unspecified with withdrawal delirium
F13932	Sedatv/hyp/anxiolytc use, unsp w w/drawal w perceptl disturb	Sedative, hypnotic or anxiolytic use, unspecified with withdrawal with perceptual disturbances
F13939	Sedatv/hyp/anxiolytc use, unsp w withdrawal, unsp	Sedative, hypnotic or anxiolytic use, unspecified with withdrawal, unspecified

ICD-CM-10	Short Description	Long Description
F1394	Sedative, hypnotic or anxiolytic use, unsp w mood disorder	Sedative, hypnotic or anxiolytic use, unspecified with sedative, hypnotic or anxiolytic-induced mood disorder
F13950	Sedatv/hyp/anxiolytc use, unsp w psych disorder w delusions	Sedative, hypnotic or anxiolytic use, unspecified with sedative, hypnotic or anxiolytic-induced psychotic disorder with delusions
F13951	Sedatv/hyp/anxiolytc use, unsp w psych disorder w hallucin	Sedative, hypnotic or anxiolytic use, unspecified with sedative, hypnotic or anxiolytic-induced psychotic disorder with hallucinations
F13959	Sedatv/hyp/anxiolytc use, unsp w psychotic disorder, unsp	Sedative, hypnotic or anxiolytic use, unspecified with sedative, hypnotic or anxiolytic-induced psychotic disorder, unspecified
F1396	Sedatv/hyp/anxiolytc use, unsp w persist amnestic disorder	Sedative, hypnotic or anxiolytic use, unspecified with sedative, hypnotic or anxiolytic-induced persisting amnestic disorder
F1397	Sedatv/hyp/anxiolytc use, unsp w persisting dementia	Sedative, hypnotic or anxiolytic use, unspecified with sedative, hypnotic or anxiolytic-induced persisting dementia
F13980	Sedatv/hyp/anxiolytc use, unsp w anxiety disorder	Sedative, hypnotic or anxiolytic use, unspecified with sedative, hypnotic or anxiolytic-induced anxiety disorder
F13981	Sedatv/hyp/anxiolytc use, unsp w sexual dysfunction	Sedative, hypnotic or anxiolytic use, unspecified with sedative, hypnotic or anxiolytic-induced sexual dysfunction
F13982	Sedative, hypnotic or anxiolytic use, unsp w sleep disorder	Sedative, hypnotic or anxiolytic use, unspecified with sedative, hypnotic or anxiolytic-induced sleep disorder
F13988	Sedative, hypnotic or anxiolytic use, unsp w oth disorder	Sedative, hypnotic or anxiolytic use, unspecified with other sedative, hypnotic or anxiolytic-induced disorder
F1399	Sedative, hypnotic or anxiolytic use, unsp w unsp disorder	Sedative, hypnotic or anxiolytic use, unspecified with unspecified sedative, hypnotic or anxiolytic-induced disorder
F1410	Cocaine abuse, uncomplicated	Cocaine abuse, uncomplicated
F14120	Cocaine abuse with intoxication, uncomplicated	Cocaine abuse with intoxication, uncomplicated
F14121	Cocaine abuse with intoxication with delirium	Cocaine abuse with intoxication with delirium
F14122	Cocaine abuse with intoxication with perceptual disturbance	Cocaine abuse with intoxication with perceptual disturbance
F14129	Cocaine abuse with intoxication, unspecified	Cocaine abuse with intoxication, unspecified
F1414	Cocaine abuse with cocaine-induced mood disorder	Cocaine abuse with cocaine-induced mood disorder
F14150	Cocaine abuse w cocaine-induc psychotic disorder w delusions	Cocaine abuse with cocaine-induced psychotic disorder with delusions
F14151	Cocaine abuse w cocaine-induc psychotic disorder w hallucin	Cocaine abuse with cocaine-induced psychotic disorder with hallucinations
F14159	Cocaine abuse with cocaine-induced psychotic disorder, unsp	Cocaine abuse with cocaine-induced psychotic disorder, unspecified
F14180	Cocaine abuse with cocaine-induced anxiety disorder	Cocaine abuse with cocaine-induced anxiety disorder
F14181	Cocaine abuse with cocaine-induced sexual dysfunction	Cocaine abuse with cocaine-induced sexual dysfunction
F14182	Cocaine abuse with cocaine-induced sleep disorder	Cocaine abuse with cocaine-induced sleep disorder
F14188	Cocaine abuse with other cocaine-induced disorder	Cocaine abuse with other cocaine-induced disorder
F1419	Cocaine abuse with unspecified cocaine-induced disorder	Cocaine abuse with unspecified cocaine-induced disorder
F1420	Cocaine dependence, uncomplicated	Cocaine dependence, uncomplicated

ICD-CM-10	Short Description	Long Description
F1421	Cocaine dependence, in remission	Cocaine dependence, in remission
F14220	Cocaine dependence with intoxication, uncomplicated	Cocaine dependence with intoxication, uncomplicated
F14221	Cocaine dependence with intoxication delirium	Cocaine dependence with intoxication delirium
F14222	Cocaine dependence w intoxication w perceptual disturbance	Cocaine dependence with intoxication with perceptual disturbance
F14229	Cocaine dependence with intoxication, unspecified	Cocaine dependence with intoxication, unspecified
F1423	Cocaine dependence with withdrawal	Cocaine dependence with withdrawal
F1424	Cocaine dependence with cocaine-induced mood disorder	Cocaine dependence with cocaine-induced mood disorder
F14250	Cocaine depend w cocaine-induc psych disorder w delusions	Cocaine dependence with cocaine-induced psychotic disorder with delusions
F14251	Cocaine depend w cocaine-induc psychotic disorder w hallucin	Cocaine dependence with cocaine-induced psychotic disorder with hallucinations
F14259	Cocaine dependence w cocaine-induc psychotic disorder, unsp	Cocaine dependence with cocaine-induced psychotic disorder, unspecified
F14280	Cocaine dependence with cocaine-induced anxiety disorder	Cocaine dependence with cocaine-induced anxiety disorder
F14281	Cocaine dependence with cocaine-induced sexual dysfunction	Cocaine dependence with cocaine-induced sexual dysfunction
F14282	Cocaine dependence with cocaine-induced sleep disorder	Cocaine dependence with cocaine-induced sleep disorder
F14288	Cocaine dependence with other cocaine-induced disorder	Cocaine dependence with other cocaine-induced disorder
F1429	Cocaine dependence with unspecified cocaine-induced disorder	Cocaine dependence with unspecified cocaine-induced disorder
F1490	Cocaine use, unspecified, uncomplicated	Cocaine use, unspecified, uncomplicated
F14920	Cocaine use, unspecified with intoxication, uncomplicated	Cocaine use, unspecified with intoxication, uncomplicated
F14921	Cocaine use, unspecified with intoxication delirium	Cocaine use, unspecified with intoxication delirium
F14922	Cocaine use, unsp w intoxication with perceptual disturbance	Cocaine use, unspecified with intoxication with perceptual disturbance
F14929	Cocaine use, unspecified with intoxication, unspecified	Cocaine use, unspecified with intoxication, unspecified
F1494	Cocaine use, unspecified with cocaine-induced mood disorder	Cocaine use, unspecified with cocaine-induced mood disorder
F14950	Cocaine use, unsp w cocaine-induc psych disorder w delusions	Cocaine use, unspecified with cocaine-induced psychotic disorder with delusions
F14951	Cocaine use, unsp w cocaine-induc psych disorder w hallucin	Cocaine use, unspecified with cocaine-induced psychotic disorder with hallucinations
F14959	Cocaine use, unsp w cocaine-induced psychotic disorder, unsp	Cocaine use, unspecified with cocaine-induced psychotic disorder, unspecified
F14980	Cocaine use, unsp with cocaine-induced anxiety disorder	Cocaine use, unspecified with cocaine-induced anxiety disorder
F14981	Cocaine use, unsp with cocaine-induced sexual dysfunction	Cocaine use, unspecified with cocaine-induced sexual dysfunction
F14982	Cocaine use, unspecified with cocaine-induced sleep disorder	Cocaine use, unspecified with cocaine-induced sleep disorder

ICD-CM-10	Short Description	Long Description
F14988	Cocaine use, unspecified with other cocaine-induced disorder	Cocaine use, unspecified with other cocaine-induced disorder
F1499	Cocaine use, unsp with unspecified cocaine-induced disorder	Cocaine use, unspecified with unspecified cocaine-induced disorder
F1510	Other stimulant abuse, uncomplicated	Other stimulant abuse, uncomplicated
F15120	Other stimulant abuse with intoxication, uncomplicated	Other stimulant abuse with intoxication, uncomplicated
F15121	Other stimulant abuse with intoxication delirium	Other stimulant abuse with intoxication delirium
F15122	Oth stimulant abuse w intoxication w perceptual disturbance	Other stimulant abuse with intoxication with perceptual disturbance
F15129	Other stimulant abuse with intoxication, unspecified	Other stimulant abuse with intoxication, unspecified
F1514	Other stimulant abuse with stimulant-induced mood disorder	Other stimulant abuse with stimulant-induced mood disorder
F15150	Oth stimulant abuse w stim-induce psych disorder w delusions	Other stimulant abuse with stimulant-induced psychotic disorder with delusions
F15151	Oth stimulant abuse w stim-induce psych disorder w hallucin	Other stimulant abuse with stimulant-induced psychotic disorder with hallucinations
F15159	Oth stimulant abuse w stim-induce psychotic disorder, unsp	Other stimulant abuse with stimulant-induced psychotic disorder, unspecified
F15180	Oth stimulant abuse with stimulant-induced anxiety disorder	Other stimulant abuse with stimulant-induced anxiety disorder
F15181	Oth stimulant abuse w stimulant-induced sexual dysfunction	Other stimulant abuse with stimulant-induced sexual dysfunction
F15182	Other stimulant abuse with stimulant-induced sleep disorder	Other stimulant abuse with stimulant-induced sleep disorder
F15188	Other stimulant abuse with other stimulant-induced disorder	Other stimulant abuse with other stimulant-induced disorder
F1519	Other stimulant abuse with unsp stimulant-induced disorder	Other stimulant abuse with unspecified stimulant-induced disorder
F1520	Other stimulant dependence, uncomplicated	Other stimulant dependence, uncomplicated
F1521	Other stimulant dependence, in remission	Other stimulant dependence, in remission
F15220	Other stimulant dependence with intoxication, uncomplicated	Other stimulant dependence with intoxication, uncomplicated
F15221	Other stimulant dependence with intoxication delirium	Other stimulant dependence with intoxication delirium
F15222	Oth stimulant dependence w intox w perceptual disturbance	Other stimulant dependence with intoxication with perceptual disturbance
F15229	Other stimulant dependence with intoxication, unspecified	Other stimulant dependence with intoxication, unspecified
F1523	Other stimulant dependence with withdrawal	Other stimulant dependence with withdrawal
F1524	Oth stimulant dependence w stimulant-induced mood disorder	Other stimulant dependence with stimulant-induced mood disorder
F15250	Oth stim depend w stim-induce psych disorder w delusions	Other stimulant dependence with stimulant-induced psychotic disorder with delusions

ICD-CM-10	Short Description	Long Description
F15251	Oth stimulant depend w stim-induce psych disorder w hallucin	Other stimulant dependence with stimulant-induced psychotic disorder with hallucinations
F15259	Oth stimulant depend w stim-induce psychotic disorder, unsp	Other stimulant dependence with stimulant-induced psychotic disorder, unspecified
F15280	Oth stimulant dependence w stim-induce anxiety disorder	Other stimulant dependence with stimulant-induced anxiety disorder
F15281	Oth stimulant dependence w stim-induce sexual dysfunction	Other stimulant dependence with stimulant-induced sexual dysfunction
F15282	Oth stimulant dependence w stimulant-induced sleep disorder	Other stimulant dependence with stimulant-induced sleep disorder
F15288	Oth stimulant dependence with oth stimulant-induced disorder	Other stimulant dependence with other stimulant-induced disorder
F1529	Oth stimulant dependence w unsp stimulant-induced disorder	Other stimulant dependence with unspecified stimulant-induced disorder
F1590	Other stimulant use, unspecified, uncomplicated	Other stimulant use, unspecified, uncomplicated
F15920	Other stimulant use, unsp with intoxication, uncomplicated	Other stimulant use, unspecified with intoxication, uncomplicated
F15921	Other stimulant use, unspecified with intoxication delirium	Other stimulant use, unspecified with intoxication delirium
F15922	Oth stimulant use, unsp w intox w perceptual disturbance	Other stimulant use, unspecified with intoxication with perceptual disturbance
F15929	Other stimulant use, unsp with intoxication, unspecified	Other stimulant use, unspecified with intoxication, unspecified
F1593	Other stimulant use, unspecified with withdrawal	Other stimulant use, unspecified with withdrawal
F1594	Oth stimulant use, unsp with stimulant-induced mood disorder	Other stimulant use, unspecified with stimulant-induced mood disorder
F15950	Oth stim use, unsp w stim-induce psych disorder w delusions	Other stimulant use, unspecified with stimulant-induced psychotic disorder with delusions
F15951	Oth stim use, unsp w stim-induce psych disorder w hallucin	Other stimulant use, unspecified with stimulant-induced psychotic disorder with hallucinations
F15959	Oth stimulant use, unsp w stim-induce psych disorder, unsp	Other stimulant use, unspecified with stimulant-induced psychotic disorder, unspecified
F15980	Oth stimulant use, unsp w stimulant-induced anxiety disorder	Other stimulant use, unspecified with stimulant-induced anxiety disorder
F15981	Oth stimulant use, unsp w stim-induce sexual dysfunction	Other stimulant use, unspecified with stimulant-induced sexual dysfunction
F15982	Oth stimulant use, unsp w stimulant-induced sleep disorder	Other stimulant use, unspecified with stimulant-induced sleep disorder
F15988	Oth stimulant use, unsp with oth stimulant-induced disorder	Other stimulant use, unspecified with other stimulant-induced disorder
F1599	Oth stimulant use, unsp with unsp stimulant-induced disorder	Other stimulant use, unspecified with unspecified stimulant-induced disorder
F1610	Hallucinogen abuse, uncomplicated	Hallucinogen abuse, uncomplicated
F16120	Hallucinogen abuse with intoxication, uncomplicated	Hallucinogen abuse with intoxication, uncomplicated
F16121	Hallucinogen abuse with intoxication with delirium	Hallucinogen abuse with intoxication with delirium
F16122	Hallucinogen abuse w intoxication w perceptual disturbance	Hallucinogen abuse with intoxication with perceptual disturbance

ICD-CM-10	Short Description	Long Description
F16129	Hallucinogen abuse with intoxication, unspecified	Hallucinogen abuse with intoxication, unspecified
F1614	Hallucinogen abuse with hallucinogen-induced mood disorder	Hallucinogen abuse with hallucinogen-induced mood disorder
F16150	Hallucinogen abuse w psychotic disorder w delusions	Hallucinogen abuse with hallucinogen-induced psychotic disorder with delusions
F16151	Hallucinogen abuse w psychotic disorder w hallucinations	Hallucinogen abuse with hallucinogen-induced psychotic disorder with hallucinations
F16159	Hallucinogen abuse w psychotic disorder, unsp	Hallucinogen abuse with hallucinogen-induced psychotic disorder, unspecified
F16180	Hallucinogen abuse w hallucinogen-induced anxiety disorder	Hallucinogen abuse with hallucinogen-induced anxiety disorder
F16183	Hallucign abuse w hallucign persisting perception disorder	Hallucinogen abuse with hallucinogen persisting perception disorder (flashbacks)
F16188	Hallucinogen abuse with other hallucinogen-induced disorder	Hallucinogen abuse with other hallucinogen-induced disorder
F1619	Hallucinogen abuse with unsp hallucinogen-induced disorder	Hallucinogen abuse with unspecified hallucinogen-induced disorder
F1620	Hallucinogen dependence, uncomplicated	Hallucinogen dependence, uncomplicated
F1621	Hallucinogen dependence, in remission	Hallucinogen dependence, in remission
F16220	Hallucinogen dependence with intoxication, uncomplicated	Hallucinogen dependence with intoxication, uncomplicated
F16221	Hallucinogen dependence with intoxication with delirium	Hallucinogen dependence with intoxication with delirium
F16229	Hallucinogen dependence with intoxication, unspecified	Hallucinogen dependence with intoxication, unspecified
F1624	Hallucinogen dependence w hallucinogen-induced mood disorder	Hallucinogen dependence with hallucinogen-induced mood disorder
F16250	Hallucinogen dependence w psychotic disorder w delusions	Hallucinogen dependence with hallucinogen-induced psychotic disorder with delusions
F16251	Hallucinogen dependence w psychotic disorder w hallucin	Hallucinogen dependence with hallucinogen-induced psychotic disorder with hallucinations
F16259	Hallucinogen dependence w psychotic disorder, unsp	Hallucinogen dependence with hallucinogen-induced psychotic disorder, unspecified
F16280	Hallucinogen dependence w anxiety disorder	Hallucinogen dependence with hallucinogen-induced anxiety disorder
F16283	Hallucign depend w hallucign persisting perception disorder	Hallucinogen dependence with hallucinogen persisting perception disorder (flashbacks)
F16288	Hallucinogen dependence w oth hallucinogen-induced disorder	Hallucinogen dependence with other hallucinogen-induced disorder
F1629	Hallucinogen dependence w unsp hallucinogen-induced disorder	Hallucinogen dependence with unspecified hallucinogen-induced disorder
F1690	Hallucinogen use, unspecified, uncomplicated	Hallucinogen use, unspecified, uncomplicated
F16920	Hallucinogen use, unsp with intoxication, uncomplicated	Hallucinogen use, unspecified with intoxication, uncomplicated
F16921	Hallucinogen use, unsp with intoxication with delirium	Hallucinogen use, unspecified with intoxication with delirium
F16929	Hallucinogen use, unspecified with intoxication, unspecified	Hallucinogen use, unspecified with intoxication, unspecified

ICD-CM-10	Short Description	Long Description
F1694	Hallucinogen use, unsp w hallucinogen-induced mood disorder	Hallucinogen use, unspecified with hallucinogen-induced mood disorder
F16950	Hallucinogen use, unsp w psychotic disorder w delusions	Hallucinogen use, unspecified with hallucinogen-induced psychotic disorder with delusions
F16951	Hallucinogen use, unsp w psychotic disorder w hallucinations	Hallucinogen use, unspecified with hallucinogen-induced psychotic disorder with hallucinations
F16959	Hallucinogen use, unsp w psychotic disorder, unsp	Hallucinogen use, unspecified with hallucinogen-induced psychotic disorder, unspecified
F16980	Hallucinogen use, unsp w anxiety disorder	Hallucinogen use, unspecified with hallucinogen-induced anxiety disorder
F16983	Hallucign use, unsp w hallucign persist perception disorder	Hallucinogen use, unspecified with hallucinogen persisting perception disorder (flashbacks)
F16988	Hallucinogen use, unsp w oth hallucinogen-induced disorder	Hallucinogen use, unspecified with other hallucinogen-induced disorder
F1699	Hallucinogen use, unsp w unsp hallucinogen-induced disorder	Hallucinogen use, unspecified with unspecified hallucinogen-induced disorder
F1810	Inhalant abuse, uncomplicated	Inhalant abuse, uncomplicated
F18120	Inhalant abuse with intoxication, uncomplicated	Inhalant abuse with intoxication, uncomplicated
F18121	Inhalant abuse with intoxication delirium	Inhalant abuse with intoxication delirium
F18129	Inhalant abuse with intoxication, unspecified	Inhalant abuse with intoxication, unspecified
F1814	Inhalant abuse with inhalant-induced mood disorder	Inhalant abuse with inhalant-induced mood disorder
F18150	Inhalant abuse w inhalnt-induce psych disorder w delusions	Inhalant abuse with inhalant-induced psychotic disorder with delusions
F18151	Inhalant abuse w inhalnt-induce psych disorder w hallucin	Inhalant abuse with inhalant-induced psychotic disorder with hallucinations
F18159	Inhalant abuse w inhalant-induced psychotic disorder, unsp	Inhalant abuse with inhalant-induced psychotic disorder, unspecified
F1817	Inhalant abuse with inhalant-induced dementia	Inhalant abuse with inhalant-induced dementia
F18180	Inhalant abuse with inhalant-induced anxiety disorder	Inhalant abuse with inhalant-induced anxiety disorder
F18188	Inhalant abuse with other inhalant-induced disorder	Inhalant abuse with other inhalant-induced disorder
F1819	Inhalant abuse with unspecified inhalant-induced disorder	Inhalant abuse with unspecified inhalant-induced disorder
F1820	Inhalant dependence, uncomplicated	Inhalant dependence, uncomplicated
F1821	Inhalant dependence, in remission	Inhalant dependence, in remission
F18220	Inhalant dependence with intoxication, uncomplicated	Inhalant dependence with intoxication, uncomplicated
F18221	Inhalant dependence with intoxication delirium	Inhalant dependence with intoxication delirium
F18229	Inhalant dependence with intoxication, unspecified	Inhalant dependence with intoxication, unspecified
F1824	Inhalant dependence with inhalant-induced mood disorder	Inhalant dependence with inhalant-induced mood disorder
F18250	Inhalant depend w inhalnt-induce psych disorder w delusions	Inhalant dependence with inhalant-induced psychotic disorder with delusions

ICD-CM-10	Short Description	Long Description
F18251	Inhalant depend w inhalnt-induce psych disorder w hallucin	Inhalant dependence with inhalant-induced psychotic disorder with hallucinations
F18259	Inhalant depend w inhalnt-induce psychotic disorder, unsp	Inhalant dependence with inhalant-induced psychotic disorder, unspecified
F1827	Inhalant dependence with inhalant-induced dementia	Inhalant dependence with inhalant-induced dementia
F18280	Inhalant dependence with inhalant-induced anxiety disorder	Inhalant dependence with inhalant-induced anxiety disorder
F18288	Inhalant dependence with other inhalant-induced disorder	Inhalant dependence with other inhalant-induced disorder
F1829	Inhalant dependence with unsp inhalant-induced disorder	Inhalant dependence with unspecified inhalant-induced disorder
F1890	Inhalant use, unspecified, uncomplicated	Inhalant use, unspecified, uncomplicated
F18920	Inhalant use, unspecified with intoxication, uncomplicated	Inhalant use, unspecified with intoxication, uncomplicated
F18921	Inhalant use, unspecified with intoxication with delirium	Inhalant use, unspecified with intoxication with delirium
F18929	Inhalant use, unspecified with intoxication, unspecified	Inhalant use, unspecified with intoxication, unspecified
F1894	Inhalant use, unsp with inhalant-induced mood disorder	Inhalant use, unspecified with inhalant-induced mood disorder
F18950	Inhalant use, unsp w inhalnt-induce psych disord w delusions	Inhalant use, unspecified with inhalant-induced psychotic disorder with delusions
F18951	Inhalant use, unsp w inhalnt-induce psych disord w hallucin	Inhalant use, unspecified with inhalant-induced psychotic disorder with hallucinations
F18959	Inhalant use, unsp w inhalnt-induce psychotic disorder, unsp	Inhalant use, unspecified with inhalant-induced psychotic disorder, unspecified
F1897	Inhalant use, unsp with inhalant-induced persisting dementia	Inhalant use, unspecified with inhalant-induced persisting dementia
F18980	Inhalant use, unsp with inhalant-induced anxiety disorder	Inhalant use, unspecified with inhalant-induced anxiety disorder
F18988	Inhalant use, unsp with other inhalant-induced disorder	Inhalant use, unspecified with other inhalant-induced disorder
F1899	Inhalant use, unsp with unsp inhalant-induced disorder	Inhalant use, unspecified with unspecified inhalant-induced disorder
F1910	Other psychoactive substance abuse, uncomplicated	Other psychoactive substance abuse, uncomplicated
F19120	Oth psychoactive substance abuse w intoxication, uncomp	Other psychoactive substance abuse with intoxication, uncomplicated
F19121	Oth psychoactive substance abuse with intoxication delirium	Other psychoactive substance abuse with intoxication delirium
F19122	Oth psychoactv substance abuse w intox w perceptual disturb	Other psychoactive substance abuse with intoxication with perceptual disturbances
F19129	Other psychoactive substance abuse with intoxication, unsp	Other psychoactive substance abuse with intoxication, unspecified
F1914	Oth psychoactive substance abuse w mood disorder	Other psychoactive substance abuse with psychoactive substance-induced mood disorder
F19150	Oth psychoactv substance abuse w psych disorder w delusions	Other psychoactive substance abuse with psychoactive substance-induced psychotic disorder with delusions
F19151	Oth psychoactv substance abuse w psych disorder w hallucin	Other psychoactive substance abuse with psychoactive substance-induced psychotic disorder with hallucinations

ICD-CM-10	Short Description	Long Description
F19159	Oth psychoactive substance abuse w psychotic disorder, unsp	Other psychoactive substance abuse with psychoactive substance-induced psychotic disorder, unspecified
F1916	Oth psychoactv substance abuse w persist amnestic disorder	Other psychoactive substance abuse with psychoactive substance-induced persisting amnestic disorder
F1917	Oth psychoactive substance abuse w persisting dementia	Other psychoactive substance abuse with psychoactive substance-induced persisting dementia
F19180	Oth psychoactive substance abuse w anxiety disorder	Other psychoactive substance abuse with psychoactive substance-induced anxiety disorder
F19181	Oth psychoactive substance abuse w sexual dysfunction	Other psychoactive substance abuse with psychoactive substance-induced sexual dysfunction
F19182	Oth psychoactive substance abuse w sleep disorder	Other psychoactive substance abuse with psychoactive substance-induced sleep disorder
F19188	Oth psychoactive substance abuse w oth disorder	Other psychoactive substance abuse with other psychoactive substance-induced disorder
F1919	Oth psychoactive substance abuse w unsp disorder	Other psychoactive substance abuse with unspecified psychoactive substance-induced disorder
F1920	Other psychoactive substance dependence, uncomplicated	Other psychoactive substance dependence, uncomplicated
F1921	Other psychoactive substance dependence, in remission	Other psychoactive substance dependence, in remission
F19220	Oth psychoactive substance dependence w intoxication, uncomp	Other psychoactive substance dependence with intoxication, uncomplicated
F19221	Oth psychoactive substance dependence w intox delirium	Other psychoactive substance dependence with intoxication delirium
F19222	Oth psychoactv substance depend w intox w perceptual disturb	Other psychoactive substance dependence with intoxication with perceptual disturbance
F19229	Oth psychoactive substance dependence w intoxication, unsp	Other psychoactive substance dependence with intoxication, unspecified
F19230	Oth psychoactive substance dependence w withdrawal, uncomp	Other psychoactive substance dependence with withdrawal, uncomplicated
F19231	Oth psychoactive substance dependence w withdrawal delirium	Other psychoactive substance dependence with withdrawal delirium
F19232	Oth psychoactv sub depend w w/drawal w perceptl disturb	Other psychoactive substance dependence with withdrawal with perceptual disturbance
F19239	Oth psychoactive substance dependence with withdrawal, unsp	Other psychoactive substance dependence with withdrawal, unspecified
F1924	Oth psychoactive substance dependence w mood disorder	Other psychoactive substance dependence with psychoactive substance-induced mood disorder
F19250	Oth psychoactv substance depend w psych disorder w delusions	Other psychoactive substance dependence with psychoactive substance-induced psychotic disorder with delusions
F19251	Oth psychoactv substance depend w psych disorder w hallucin	Other psychoactive substance dependence with psychoactive substance-induced psychotic disorder with hallucinations
F19259	Oth psychoactv substance depend w psychotic disorder, unsp	Other psychoactive substance dependence with psychoactive substance-induced psychotic disorder, unspecified
F1926	Oth psychoactv substance depend w persist amnestic disorder	Other psychoactive substance dependence with psychoactive substance-induced persisting amnestic disorder
F1927	Oth psychoactive substance dependence w persisting dementia	Other psychoactive substance dependence with psychoactive substance-induced persisting dementia
F19280	Oth psychoactive substance dependence w anxiety disorder	Other psychoactive substance dependence with psychoactive substance-induced anxiety disorder
F19281	Oth psychoactive substance dependence w sexual dysfunction	Other psychoactive substance dependence with psychoactive substance-induced sexual dysfunction

ICD-CM-10	Short Description	Long Description
F19282	Oth psychoactive substance dependence w sleep disorder	Other psychoactive substance dependence with psychoactive substance-induced sleep disorder
F19288	Oth psychoactive substance dependence w oth disorder	Other psychoactive substance dependence with other psychoactive substance-induced disorder
F1929	Oth psychoactive substance dependence w unsp disorder	Other psychoactive substance dependence with unspecified psychoactive substance-induced disorder
F1990	Other psychoactive substance use, unspecified, uncomplicated	Other psychoactive substance use, unspecified, uncomplicated
F19920	Oth psychoactive substance use, unsp w intoxication, uncomp	Other psychoactive substance use, unspecified with intoxication, uncomplicated
F19921	Oth psychoactive substance use, unsp w intox w delirium	Other psychoactive substance use, unspecified with intoxication with delirium
F19922	Oth psychoactv sub use, unsp w intox w perceptl disturb	Other psychoactive substance use, unspecified with intoxication with perceptual disturbance
F19929	Oth psychoactive substance use, unsp with intoxication, unsp	Other psychoactive substance use, unspecified with intoxication, unspecified
F19930	Oth psychoactive substance use, unsp w withdrawal, uncomp	Other psychoactive substance use, unspecified with withdrawal, uncomplicated
F19931	Oth psychoactive substance use, unsp w withdrawal delirium	Other psychoactive substance use, unspecified with withdrawal delirium
F19932	Oth psychoactv sub use, unsp w w/drawal w perceptl disturb	Other psychoactive substance use, unspecified with withdrawal with perceptual disturbance
F19939	Other psychoactive substance use, unsp with withdrawal, unsp	Other psychoactive substance use, unspecified with withdrawal, unspecified
F1994	Oth psychoactive substance use, unsp w mood disorder	Other psychoactive substance use, unspecified with psychoactive substance-induced mood disorder
F19950	Oth psychoactv sub use, unsp w psych disorder w delusions	Other psychoactive substance use, unspecified with psychoactive substance-induced psychotic disorder with delusions
F19951	Oth psychoactv sub use, unsp w psych disorder w hallucin	Other psychoactive substance use, unspecified with psychoactive substance-induced psychotic disorder with hallucinations
F19959	Oth psychoactv substance use, unsp w psych disorder, unsp	Other psychoactive substance use, unspecified with psychoactive substance-induced psychotic disorder, unspecified
F1996	Oth psychoactv sub use, unsp w persist amnestic disorder	Other psychoactive substance use, unspecified with psychoactive substance-induced persisting amnestic disorder
F1997	Oth psychoactive substance use, unsp w persisting dementia	Other psychoactive substance use, unspecified with psychoactive substance-induced persisting dementia
F19980	Oth psychoactive substance use, unsp w anxiety disorder	Other psychoactive substance use, unspecified with psychoactive substance-induced anxiety disorder
F19981	Oth psychoactive substance use, unsp w sexual dysfunction	Other psychoactive substance use, unspecified with psychoactive substance-induced sexual dysfunction
F19982	Oth psychoactive substance use, unsp w sleep disorder	Other psychoactive substance use, unspecified with psychoactive substance-induced sleep disorder
F19988	Oth psychoactive substance use, unsp w oth disorder	Other psychoactive substance use, unspecified with other psychoactive substance-induced disorder
F1999	Oth psychoactive substance use, unsp w unsp disorder	Other psychoactive substance use, unspecified with unspecified psychoactive substance-induced disorder
F200	Paranoid schizophrenia	Paranoid schizophrenia
F201	Disorganized schizophrenia	Disorganized schizophrenia
F202	Catatonic schizophrenia	Catatonic schizophrenia
F203	Undifferentiated schizophrenia	Undifferentiated schizophrenia

ICD-CM-10	Short Description	Long Description
F205	Residual schizophrenia	Residual schizophrenia
F2081	Schizophreniform disorder	Schizophreniform disorder
F2089	Other schizophrenia	Other schizophrenia
F209	Schizophrenia, unspecified	Schizophrenia, unspecified
F21	Schizotypal disorder	Schizotypal disorder
F22	Delusional disorders	Delusional disorders
F23	Brief psychotic disorder	Brief psychotic disorder
F24	Shared psychotic disorder	Shared psychotic disorder
F250	Schizoaffective disorder, bipolar type	Schizoaffective disorder, bipolar type
F251	Schizoaffective disorder, depressive type	Schizoaffective disorder, depressive type
F258	Other schizoaffective disorders	Other schizoaffective disorders
F259	Schizoaffective disorder, unspecified	Schizoaffective disorder, unspecified
F28	Oth psych disorder not due to a sub or known physiol cond	Other psychotic disorder not due to a substance or known physiological condition
F29	Unsp psychosis not due to a substance or known physiol cond	Unspecified psychosis not due to a substance or known physiological condition
F3010	Manic episode without psychotic symptoms, unspecified	Manic episode without psychotic symptoms, unspecified
F3011	Manic episode without psychotic symptoms, mild	Manic episode without psychotic symptoms, mild
F3012	Manic episode without psychotic symptoms, moderate	Manic episode without psychotic symptoms, moderate
F3013	Manic episode, severe, without psychotic symptoms	Manic episode, severe, without psychotic symptoms
F302	Manic episode, severe with psychotic symptoms	Manic episode, severe with psychotic symptoms
F303	Manic episode in partial remission	Manic episode in partial remission
F304	Manic episode in full remission	Manic episode in full remission
F308	Other manic episodes	Other manic episodes
F309	Manic episode, unspecified	Manic episode, unspecified
F310	Bipolar disorder, current episode hypomanic	Bipolar disorder, current episode hypomanic
F3110	Bipolar disord, crnt episode manic w/o psych features, unsp	Bipolar disorder, current episode manic without psychotic features, unspecified
F3111	Bipolar disord, crnt episode manic w/o psych features, mild	Bipolar disorder, current episode manic without psychotic features, mild
F3112	Bipolar disord, crnt episode manic w/o psych features, mod	Bipolar disorder, current episode manic without psychotic features, moderate
F3113	Bipolar disord, crnt epsd manic w/o psych features, severe	Bipolar disorder, current episode manic without psychotic features, severe
F312	Bipolar disord, crnt episode manic severe w psych features	Bipolar disorder, current episode manic severe with psychotic features
F3130	Bipolar disord, crnt epsd depress, mild or mod severt, unsp	Bipolar disorder, current episode depressed, mild or moderate severity, unspecified
F3131	Bipolar disorder, current episode depressed, mild	Bipolar disorder, current episode depressed, mild
F3132	Bipolar disorder, current episode depressed, moderate	Bipolar disorder, current episode depressed, moderate

ICD-CM-10	Short Description	Long Description
F314	Bipolar disord, crnt epsd depress, sev, w/o psych features	Bipolar disorder, current episode depressed, severe, without psychotic features
F315	Bipolar disord, crnt epsd depress, severe, w psych features	Bipolar disorder, current episode depressed, severe, with psychotic features
F3160	Bipolar disorder, current episode mixed, unspecified	Bipolar disorder, current episode mixed, unspecified
F3161	Bipolar disorder, current episode mixed, mild	Bipolar disorder, current episode mixed, mild
F3162	Bipolar disorder, current episode mixed, moderate	Bipolar disorder, current episode mixed, moderate
F3163	Bipolar disord, crnt epsd mixed, severe, w/o psych features	Bipolar disorder, current episode mixed, severe, without psychotic features
F3164	Bipolar disord, crnt episode mixed, severe, w psych features	Bipolar disorder, current episode mixed, severe, with psychotic features
F3170	Bipolar disord, currently in remis, most recent episode unsp	Bipolar disorder, currently in remission, most recent episode unspecified
F3171	Bipolar disord, in partial remis, most recent epsd hypomanic	Bipolar disorder, in partial remission, most recent episode hypomanic
F3172	Bipolar disord, in full remis, most recent episode hypomanic	Bipolar disorder, in full remission, most recent episode hypomanic
F3173	Bipolar disord, in partial remis, most recent episode manic	Bipolar disorder, in partial remission, most recent episode manic
F3174	Bipolar disorder, in full remis, most recent episode manic	Bipolar disorder, in full remission, most recent episode manic
F3175	Bipolar disord, in partial remis, most recent epsd depress	Bipolar disorder, in partial remission, most recent episode depressed
F3176	Bipolar disorder, in full remis, most recent episode depress	Bipolar disorder, in full remission, most recent episode depressed
F3177	Bipolar disord, in partial remis, most recent episode mixed	Bipolar disorder, in partial remission, most recent episode mixed
F3178	Bipolar disorder, in full remis, most recent episode mixed	Bipolar disorder, in full remission, most recent episode mixed
F3181	Bipolar II disorder	Bipolar II disorder
F3189	Other bipolar disorder	Other bipolar disorder
F319	Bipolar disorder, unspecified	Bipolar disorder, unspecified
F320	Major depressive disorder, single episode, mild	Major depressive disorder, single episode, mild
F321	Major depressive disorder, single episode, moderate	Major depressive disorder, single episode, moderate
F322	Major depressv disord, single epsd, sev w/o psych features	Major depressive disorder, single episode, severe without psychotic features
F323	Major depressv disord, single epsd, severe w psych features	Major depressive disorder, single episode, severe with psychotic features
F324	Major depressv disorder, single episode, in partial remis	Major depressive disorder, single episode, in partial remission
F325	Major depressive disorder, single episode, in full remission	Major depressive disorder, single episode, in full remission
F328	Other depressive episodes	Other depressive episodes
F329	Major depressive disorder, single episode, unspecified	Major depressive disorder, single episode, unspecified
F330	Major depressive disorder, recurrent, mild	Major depressive disorder, recurrent, mild

ICD-CM-10	Short Description	Long Description
F331	Major depressive disorder, recurrent, moderate	Major depressive disorder, recurrent, moderate
F332	Major depressv disorder, recurrent severe w/o psych features	Major depressive disorder, recurrent severe without psychotic features
F333	Major depressv disorder, recurrent, severe w psych symptoms	Major depressive disorder, recurrent, severe with psychotic symptoms
F3340	Major depressive disorder, recurrent, in remission, unsp	Major depressive disorder, recurrent, in remission, unspecified
F3341	Major depressive disorder, recurrent, in partial remission	Major depressive disorder, recurrent, in partial remission
F3342	Major depressive disorder, recurrent, in full remission	Major depressive disorder, recurrent, in full remission
F338	Other recurrent depressive disorders	Other recurrent depressive disorders
F339	Major depressive disorder, recurrent, unspecified	Major depressive disorder, recurrent, unspecified
F340	Cyclothymic disorder	Cyclothymic disorder
F341	Dysthymic disorder	Dysthymic disorder
F348	Other persistent mood [affective] disorders	Other persistent mood [affective] disorders
F349	Persistent mood [affective] disorder, unspecified	Persistent mood [affective] disorder, unspecified
F39	Unspecified mood [affective] disorder	Unspecified mood [affective] disorder
F4000	Agoraphobia, unspecified	Agoraphobia, unspecified
F4001	Agoraphobia with panic disorder	Agoraphobia with panic disorder
F4002	Agoraphobia without panic disorder	Agoraphobia without panic disorder
F4010	Social phobia, unspecified	Social phobia, unspecified
F4011	Social phobia, generalized	Social phobia, generalized
F40210	Arachnophobia	Arachnophobia
F40218	Other animal type phobia	Other animal type phobia
F40220	Fear of thunderstorms	Fear of thunderstorms
F40228	Other natural environment type phobia	Other natural environment type phobia
F40230	Fear of blood	Fear of blood
F40231	Fear of injections and transfusions	Fear of injections and transfusions
F40232	Fear of other medical care	Fear of other medical care
F40233	Fear of injury	Fear of injury
F40240	Claustrophobia	Claustrophobia
F40241	Acrophobia	Acrophobia
F40242	Fear of bridges	Fear of bridges
F40243	Fear of flying	Fear of flying
F40248	Other situational type phobia	Other situational type phobia
F40290	Androphobia	Androphobia
F40291	Gynephobia	Gynephobia
F40298	Other specified phobia	Other specified phobia
F408	Other phobic anxiety disorders	Other phobic anxiety disorders
F409	Phobic anxiety disorder, unspecified	Phobic anxiety disorder, unspecified

ICD-CM-10	Short Description	Long Description
F410	Panic disorder without agoraphobia	Panic disorder [episodic paroxysmal anxiety] without agoraphobia
F411	Generalized anxiety disorder	Generalized anxiety disorder
F413	Other mixed anxiety disorders	Other mixed anxiety disorders
F418	Other specified anxiety disorders	Other specified anxiety disorders
F419	Anxiety disorder, unspecified	Anxiety disorder, unspecified
F42	Obsessive-compulsive disorder	Obsessive-compulsive disorder
F430	Acute stress reaction	Acute stress reaction
F4310	Post-traumatic stress disorder, unspecified	Post-traumatic stress disorder, unspecified
F4311	Post-traumatic stress disorder, acute	Post-traumatic stress disorder, acute
F4312	Post-traumatic stress disorder, chronic	Post-traumatic stress disorder, chronic
F4320	Adjustment disorder, unspecified	Adjustment disorder, unspecified
F4321	Adjustment disorder with depressed mood	Adjustment disorder with depressed mood
F4322	Adjustment disorder with anxiety	Adjustment disorder with anxiety
F4323	Adjustment disorder with mixed anxiety and depressed mood	Adjustment disorder with mixed anxiety and depressed mood
F4324	Adjustment disorder with disturbance of conduct	Adjustment disorder with disturbance of conduct
F4325	Adjustment disorder w mixed disturb of emotions and conduct	Adjustment disorder with mixed disturbance of emotions and conduct
F4329	Adjustment disorder with other symptoms	Adjustment disorder with other symptoms
F438	Other reactions to severe stress	Other reactions to severe stress
F439	Reaction to severe stress, unspecified	Reaction to severe stress, unspecified
F440	Dissociative amnesia	Dissociative amnesia
F441	Dissociative fugue	Dissociative fugue
F442	Dissociative stupor	Dissociative stupor
F444	Conversion disorder with motor symptom or deficit	Conversion disorder with motor symptom or deficit
F445	Conversion disorder with seizures or convulsions	Conversion disorder with seizures or convulsions
F446	Conversion disorder with sensory symptom or deficit	Conversion disorder with sensory symptom or deficit
F447	Conversion disorder with mixed symptom presentation	Conversion disorder with mixed symptom presentation
F4481	Dissociative identity disorder	Dissociative identity disorder
F4489	Other dissociative and conversion disorders	Other dissociative and conversion disorders
F449	Dissociative and conversion disorder, unspecified	Dissociative and conversion disorder, unspecified
F450	Somatization disorder	Somatization disorder
F451	Undifferentiated somatoform disorder	Undifferentiated somatoform disorder
F4520	Hypochondriacal disorder, unspecified	Hypochondriacal disorder, unspecified
F4521	Hypochondriasis	Hypochondriasis
F4522	Body dysmorphic disorder	Body dysmorphic disorder

ICD-CM-10	Short Description	Long Description
F4529	Other hypochondriacal disorders	Other hypochondriacal disorders
F4541	Pain disorder exclusively related to psychological factors	Pain disorder exclusively related to psychological factors
F4542	Pain disorder with related psychological factors	Pain disorder with related psychological factors
F458	Other somatoform disorders	Other somatoform disorders
F459	Somatoform disorder, unspecified	Somatoform disorder, unspecified
F481	Depersonalization-derealization syndrome	Depersonalization-derealization syndrome
F482	Pseudobulbar affect	Pseudobulbar affect
F488	Other specified nonpsychotic mental disorders	Other specified nonpsychotic mental disorders
F489	Nonpsychotic mental disorder, unspecified	Nonpsychotic mental disorder, unspecified
F5000	Anorexia nervosa, unspecified	Anorexia nervosa, unspecified
F5001	Anorexia nervosa, restricting type	Anorexia nervosa, restricting type
F5002	Anorexia nervosa, binge eating/purging type	Anorexia nervosa, binge eating/purging type
F502	Bulimia nervosa	Bulimia nervosa
F508	Other eating disorders	Other eating disorders
F509	Eating disorder, unspecified	Eating disorder, unspecified
F53	Puerperal psychosis	Puerperal psychosis
F54	Psych & behavrl factors assoc w disord or dis classd elswhr	Psychological and behavioral factors associated with disorders or diseases classified elsewhere
F600	Paranoid personality disorder	Paranoid personality disorder
F601	Schizoid personality disorder	Schizoid personality disorder
F602	Antisocial personality disorder	Antisocial personality disorder
F603	Borderline personality disorder	Borderline personality disorder
F604	Histrionic personality disorder	Histrionic personality disorder
F605	Obsessive-compulsive personality disorder	Obsessive-compulsive personality disorder
F606	Avoidant personality disorder	Avoidant personality disorder
F607	Dependent personality disorder	Dependent personality disorder
F6081	Narcissistic personality disorder	Narcissistic personality disorder
F6089	Other specific personality disorders	Other specific personality disorders
F609	Personality disorder, unspecified	Personality disorder, unspecified
F631	Pyromania	Pyromania
F632	Kleptomania	Kleptomania
F633	Trichotillomania	Trichotillomania
F6381	Intermittent explosive disorder	Intermittent explosive disorder
F6389	Other impulse disorders	Other impulse disorders
F639	Impulse disorder, unspecified	Impulse disorder, unspecified
F641	Gender identity disorder in adolescence and adulthood	Gender identity disorder in adolescence and adulthood
F642	Gender identity disorder of childhood	Gender identity disorder of childhood
F648	Other gender identity disorders	Other gender identity disorders
F649	Gender identity disorder, unspecified	Gender identity disorder, unspecified

ICD-CM-10	Short Description	Long Description
F6810	Factitious disorder, unspecified	Factitious disorder, unspecified
F6811	Factitious disorder w predom psych signs and symptoms	Factitious disorder with predominantly psychological signs and symptoms
F6812	Factitious disorder w predom physical signs and symptoms	Factitious disorder with predominantly physical signs and symptoms
F6813	Factitious disord w comb psych and physcl signs and symptoms	Factitious disorder with combined psychological and physical signs and symptoms
F688	Other specified disorders of adult personality and behavior	Other specified disorders of adult personality and behavior
F69	Unspecified disorder of adult personality and behavior	Unspecified disorder of adult personality and behavior
F88	Other disorders of psychological development	Other disorders of psychological development
F89	Unspecified disorder of psychological development	Unspecified disorder of psychological development
F900	Attn-defct hyperactivity disorder, predom inattentive type	Attention-deficit hyperactivity disorder, predominantly inattentive type
F901	Attn-defct hyperactivity disorder, predom hyperactive type	Attention-deficit hyperactivity disorder, predominantly hyperactive type
F902	Attention-deficit hyperactivity disorder, combined type	Attention-deficit hyperactivity disorder, combined type
F908	Attention-deficit hyperactivity disorder, other type	Attention-deficit hyperactivity disorder, other type
F909	Attention-deficit hyperactivity disorder, unspecified type	Attention-deficit hyperactivity disorder, unspecified type
F910	Conduct disorder confined to family context	Conduct disorder confined to family context
F911	Conduct disorder, childhood-onset type	Conduct disorder, childhood-onset type
F912	Conduct disorder, adolescent-onset type	Conduct disorder, adolescent-onset type
F913	Oppositional defiant disorder	Oppositional defiant disorder
F918	Other conduct disorders	Other conduct disorders
F919	Conduct disorder, unspecified	Conduct disorder, unspecified
F930	Separation anxiety disorder of childhood	Separation anxiety disorder of childhood
F938	Other childhood emotional disorders	Other childhood emotional disorders
F939	Childhood emotional disorder, unspecified	Childhood emotional disorder, unspecified
F940	Selective mutism	Selective mutism
F941	Reactive attachment disorder of childhood	Reactive attachment disorder of childhood
F942	Disinhibited attachment disorder of childhood	Disinhibited attachment disorder of childhood
F948	Other childhood disorders of social functioning	Other childhood disorders of social functioning
F949	Childhood disorder of social functioning, unspecified	Childhood disorder of social functioning, unspecified
F980	Enuresis not due to a substance or known physiol condition	Enuresis not due to a substance or known physiological condition
F981	Encopresis not due to a substance or known physiol condition	Encopresis not due to a substance or known physiological condition
F988	Oth behav/emotn disord w onset usly occur in chldhd and adol	Other specified behavioral and emotional disorders with onset usually occurring in childhood and adolescence

ICD-CM-10	Short Description	Long Description
F989	Unsp behav/emotn disord w onst usly occur in chldhd and adol	Unspecified behavioral and emotional disorders with onset usually occurring in childhood and adolescence
F99	Mental disorder, not otherwise specified	Mental disorder, not otherwise specified

DBHDD	ADDICTION COUNSELOR TRAINEE SUPERVISION FORM
	_____ Individual_____ Group

SECTION A. EMPLOYEE INFORMATION

Name: Hire Date as an Addiction Counselor Trainee:	Month of Supervision: Projected Certification Test Date: (Eligible to test w/in 2 years of hire date)

SECTION B.

Check Domain discussed during Supervision and briefly describe (see TAP 21 description):

- o Clinical Evaluation (total monthly hours completed: ____) (accumulative hours completed: ___)
- o Treatment Planning (total monthly hours completed: ____) (accumulative hours completed: ___)
- o Referral (total monthly hours completed: ____) (accumulative hours completed: ___)
- o Service Coordination (total monthly hours completed: ____) (accumulative hours completed: ___)
- o Counseling (total monthly hours completed: ____) (accumulative hours completed: ___)
- o Client, Family and Community Education (total monthly hours completed: ____) (accumulative hours completed: ___)
- o Documentation (total monthly hours completed: ____) (accumulative hours completed: ___)
- o Professional and Ethical Responsibilities (total monthly hours completed: ____) (accumulative hours completed: ___)

Short Term Goals/Action Required: (define expectations – timelines – areas needing improvement)

Training Needs: (progress toward certification, licensure and/or other areas of professional growth)

Training Hours Completed: _____ Next Scheduled Supervision:

SECTION C. SIGNATURES

Supervisor's Signature and credentials[14]:	Date:
Employee Signature:	Date:

[14] The following credentials are acceptable for Clinical Supervision and are required to provide proof of credential: CCS; CADC; CCADC; CAC II; MAC or LPC/ LCSW/LMFT who have a minimum of 5 hours of Co-Occurring or Addiction specific Continuing Education hours per year, certification of attendance/completion must be on file.