



# Operationalizing Community Based Service Delivery with ACT/CST in the MICP

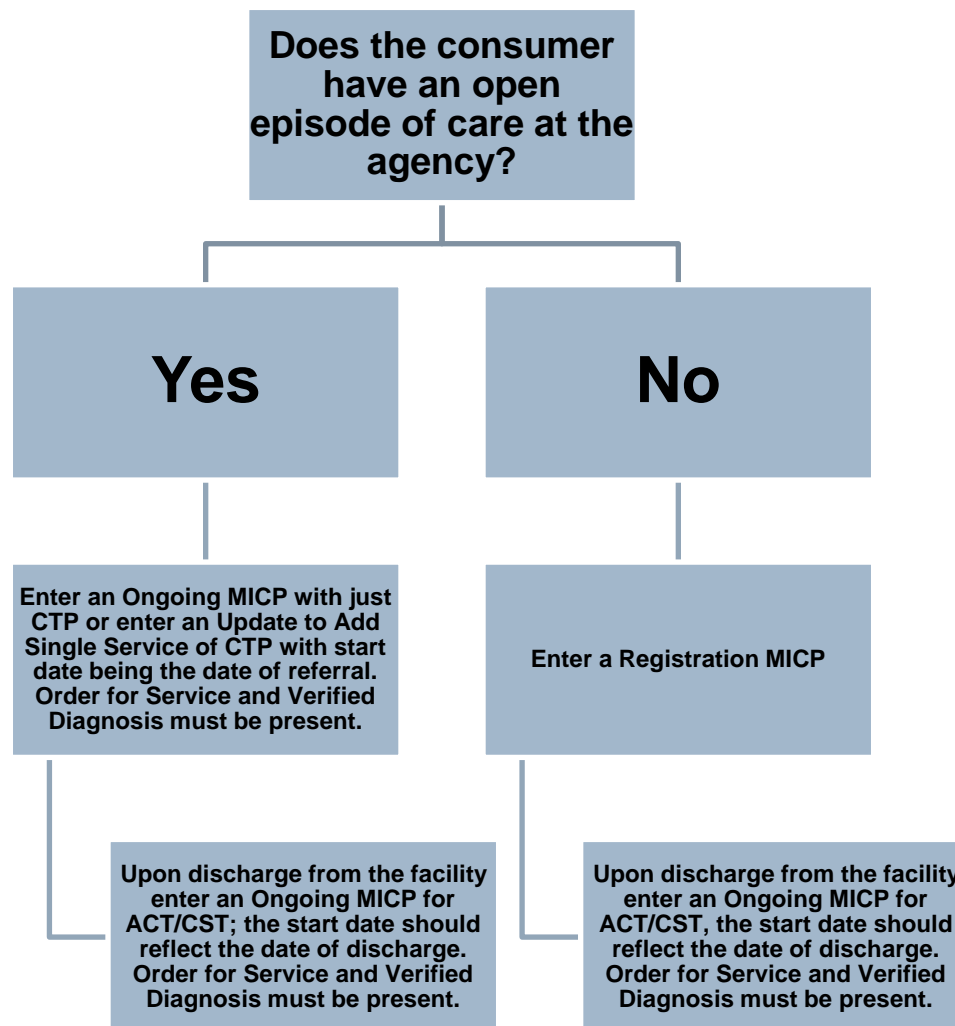


# Community Transition Planning for State Funded ACT and CST Teams

# When do we use Community Transition Planning?

- **New referral in hospital, jail or crisis stabilization**
- **Existing consumer who enters hospital, jail or crisis stabilization**
- **Community Transition Planning (CTP) is used to engage the consumer and develop plans for what will happen post discharge**
- **ACT/CST may not be billed while a consumer is in a jail or institute of mental disease**

# New Consumer: Provider contracted for both Core and ACT/CST



## New Consumer:

### Provider contracted ACT/CST only (Specialty Provider)

- **Enter a New Episode for Community Transition planning**
  - Order for Service must be in place
  - Verified Diagnosis must be in place
- **Upon consumer discharge from facility enter an Ongoing for ACT**
  - Start date should reflect the date consumer is discharged
  - All other documentation requirements should be present in medical record

# Existing Consumer

- **Consumer enters jail, hospital, short term S.A. program or other facility**
- **Enter an Update to Add Single Service for Community Transition Planning**
- **Use Community Transition Planning units for services rendered that are consistent with the service definition**
- **Resume use of ACT upon discharge from the facility**

# Assertive Community Treatment MICP Authorization Process

October 13, 2011



# ACT Documentation Requirements



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- **Submitting documentation at the same time a MICP is Web Approved is key to avoiding unnecessary Review 1**
- **Required documentation can be found <http://www.apsero.com/webx/.ee81e8b/>**
- **Emphasis for continued stay is on quality not quantity, select a small set of notes that reflect how individual meets continued stay**
- **Do not send third party information**

# ACT Documentation Requirements

- Email to [gaero@apshealthcare.com](mailto:gaero@apshealthcare.com)
- One consumer per communication
- Zip files of pdf documents are best for email
- Use an encrypted/secure email method



# Making the Most of the MICP

# What to include in the MICP

- **Presenting Circumstances and Explanation of Exceptions should reflect highlights from the assessment which support the admission criteria**
  - Be specific (dates, locations, time frames, severity)
  - Do not copy language from the guidelines
- **Presenting Circumstances and Explanation of Exceptions should reflect the specific ways in which the individual meets the Continued Stay Criteria**
  - Be specific
  - Do not copy language from the guidelines

# Admission Criteria

- **Ensure Criteria #3 is clearly documented in the MICP and the supporting documentation**
  - Criteria #3
    - Past or present intensive behavioral health treatment has shown minimal effectiveness OR
    - Individual is transitioning from a state forensic unit or group home on a Conditional Release order; OR
    - Within the last 180 days, the individual has been incarcerated 2 or more times related to a behavioral health condition; OR
    - Within the last 180 days, individual has been admitted to a psychiatric hospital or crisis stabilization unit 2 or more times

# Admission Criteria

## Criteria #4

- **4b include examples, times frames, and severity of “symptoms that place the individual at risk of harm to self or others”**
- **4c must have a documented SA diagnosis, SA must appear in the assessment, SA must appear in the IRRP**
- **4d criminal justice involvement must be related to a mental illness**
- **4f applies to:**
  - Individual in an inpatient facility and no longer meets medical necessity for that level of care
  - Consumer who is receiving H0043 from an MRO provider
  - Consumer who is residing in a forensic group home
  - NOT someone who is in a PCH, Transitional Housing, inpatient unit and meets medical necessity, etc.
- **4g must provide evidence of multiple agency trials if this is one of the two minimum requirements**

# Continued Stay Criteria

- **Many consumers meet #4 and documentation is present**
- **Documentation should support at least one other item from the Continuing Stay Criteria**
  - Hospitalization, CSP admission, or unscheduled crisis visit(s)
  - Symptoms and behaviors that create a risk of harm to self or others
  - Unscheduled contact with the criminal justice system or behaviors which would result in a violation of supervision requirements
  - Behaviors or severe impairment in functional status which places housing at risk

# Making the most of your MICP

- **Ensure presenting circumstances are complete and specific**
  - Dates
  - Level of severity and/or lethality
  - How a crime relates to behavioral health concerns
  - Environment and support system
- **Use the explanation of exceptions to communicate how consumer meets criteria**



# Making the most of your MICP

- **Ensure the IRRP address areas related to how consumer meets criteria**
- **Ensure fields are completed with accuracy**
  - Living situation
  - Legal
  - SA
  - Diagnosis
  - Transition/Discharge Date



# Transitioning Consumers

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- **Transition/Discharge begins at Admission**
- **Working with the consumer, stakeholders and the Regional Office (where appropriate)**
- **A lack of services in the area, difficulties getting appointments for a lower level of care or lack of available representative payee will not influence the authorization process**
  - Advocate for the consumer
  - Use natural supports
  - Call upon the Regional Office to assist with the transition

# When transition is not successful

- **There will be times where transition is attempted but is not successful**
- **Documentation should reflect**
  - Consumer involved in the transition process
  - Multiple attempts to choose provider(s), schedule and attend appointments, etc.
  - How the lack of success affects recovery gains
- **Submit another Ongoing and the Care Manager will determine clinical necessity**

# Transition MICPS

- **Four weeks to provide both Core and CST/ACT**
- **Upon identifying the transition plan submit appropriate MICPs**
  - Update to Add Single Services
  - Ongoing with new services added
    - CM will provide a limited authorization for the ACT MICP
- **Include the details of the transition plan in the MICP**
- **Concurrent MICPs from different agencies may include exclusionary services but exclusionary services may not be billed on the same day as ACT; agencies must coordinate**

# Q & A