



SBH-ASO POLICIES AND PROCEDURES

Policy Name: ACCESS TO RESIDENTIAL SUBSTANCE
USE DISORDER TREATMENT
SERVICES

Policy Number: UM809

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PURPOSE

To provide direction for appropriate utilization of residential Substance Use Disorder (SUD) treatment (ASAM 3.5, 3.3, and 3.1) in accordance with medical necessity, financial eligibility, and within available resources.

POLICY

Salish Behavioral Health Administrative Services Organization (SBH-ASO) provides access to SUD residential treatment services for Individuals residing in the Salish Regional Service Area (RSA) for whom a residential SUD level of care is deemed medically necessary as determined by a Substance Use Disorder Professional (SUDP) and/or a Substance Use Disorder Professional Trainee (SUDPT) under the supervision of a SUDP. Prior authorization is required.

The SBH-ASO requires that Residential Treatment Providers ensure that priority admission is given to the populations identified in the HCA BH-ASO contract.

SBH-ASO maintains a provider network of contracted SUD Residential Behavioral Health Agencies (BHA) to ensure network adequacy and access for Individuals in the SBH-ASO.

SUD Residential Treatment Services provided by a Residential Treatment Facility (RTF) licensed by the Department of Health (DOH) that provides 24-hour evaluation, stabilization, and treatment services for Individuals. Individuals cannot be required to relinquish custody of minor children in order to access residential treatment services.

1. Adult Intensive inpatient services provide a concentrated program of SUD treatment, individual and group counseling, education and related activities, including room and board, in a 24-hour per day supervised facility in accordance with WAC 246-341. This level of SUD treatment satisfies the level of intensity in the American Society of Addiction Medicine (ASAM) Level of Care 3.5.
2. Adult Long-Term Care services provide for the care and treatment of those with diagnosed SUD and impaired self-maintenance capabilities. Services include a concentrated program of SUD treatment, individual and group counseling, education, vocational guidance counseling, personal care services and related activities, including room and board, in a 24-hour per day supervised facility in accordance with WAC 246-341. The service as described satisfies the level of intensity in ASAM Level of Care 3.3.
3. Adult Recovery House services offer a program of care and treatment with social, vocational, and recreational activities designed to aid Individuals with diagnosed SUD adjust to abstinence and transition to the community in a 24-hour per day supervised facility in accordance with WAC 246-341. Room and board is included. The service as described satisfies the level of intensity in ASAM Level of Care 3.1.
4. Adult Pregnant and Parenting Women (PPW) services offer an enhanced curriculum for PPW and their children under age 6. Services may include a focus on linkages to, and consistent care for, prenatal and postpartum medical care, infant and children well child medical care, therapeutic child care, family management, child development, parenting skills, mental health issues, domestic violence, childhood sexual abuse, employment skills and education, legal advocacy, and safe affordable housing; room and board is included. This SUD treatment as described satisfies the level of intensity in ASAM Levels 3.5 or 3.3.
5. Adult Co-Occurring treatment services offer enhanced services for Individuals diagnosed with both mental health and SUD. Program goals, policies, procedures, treatments, support services, and discharge practices reflect a program design specifically intended for the co-occurring population. A multidisciplinary staff of mental health, SUD, and medical professionals provide individual and group counseling, medication treatment and monitoring, psycho-education, and case management; room and board is included. This level of SUD treatment as described satisfies the level of intensity in ASAM Level 3.3.
6. Youth Intensive Inpatient services are designed for youth with primary SUD problems and/or co-occurring mental health and SUD problems. This level of SUD treatment as described satisfies the level of intensity in ASAM Level 3.5.
7. Youth Recovery House services are for youth who require continued but less intensive treatment services because they are not ready to return

home or for whom home is not a safe, supportive environment. The focus of treatment is long-term recovery, community support, and improvement in major life competencies. This level of SUD treatment as described satisfies the level of intensity in ASAM Level 3.1.

PROCEDURE

Prior authorization is required for all SUD Residential level of care. Initial authorization requests may be made for Salish RSA financially eligible Individuals by SBH-ASO SUD outpatient providers, SBH-ASO withdrawal management (WM) providers, and the hospital-based Chemical Using Pregnant (CUP) facilities. Authorization requests are submitted electronically and are acknowledged upon receipt. Authorization decisions are provided within five (5) calendar days of receipt of complete prior authorization requests.

1. When an SBH-ASO contracted hospital-based CUP facility or BHA that provides SUD outpatient (OP) or WM services has diagnosed an Individual with an SUD disorder by an SUDP according to the Diagnostic and Statistical Manual of Mental Disorders (DSM-5), such that the Individual meets the ASAM level of care that indicates SUD residential level of care, and determines that an Individual is in need of residential treatment and would benefit according to medical necessity under WAC 182-500-0070, the BHA is responsible to:
 - a. Assure agreement from the Individual to enter residential treatment.
 - b. Arrange an admittance date for the Individual at an SBH-ASO contracted SUD residential facility:
 - i. Contact the residential facility and follow the residential facility process for arranging an admission date for the Individual and provide all requested information.
 - ii. Determine the residential facility and date of admission meet the Individual's needs.
 - c. Request initial authorization for residential level of care from SBH-ASO:
 - i. Submit an SBH-ASO Notification and Authorization request a minimum of 5 business days prior to the expected admission date and a maximum of 14 days prior to the expected admission date;
 - ii. Provide all required data and information to SBH-ASO to make a determination regarding initial authorization.
 - d. Notify the residential facility of the initial authorization of services by providing the residential facility in writing with:
 - i. The SBH-ASO authorization number, and
 - ii. The Individual's name, the Individual's birth date, authorized length-of-stay, and expected admit date as scheduled.

- e. Assist the Individual with life arrangements to enter residential treatment and transportation arrangements to the residential facility as is needed by the Individual;
 - f. Maintain contact with the residential facility while the Individual is receiving services for the purposes of discharge planning and continuity of care;
 - g. If the Individual is not returning to the referring OP SUD BHA for OP SUD services, the referring OP SUD BHA will attempt to assist the Individual and the residential SUD BHA in making arrangements for care at another SUD BHA.
2. SBH-ASO will notify in writing the Individual requesting services of the authorization request decision if it is denied. If the request is denied based on the level of care guidelines (an Action), the credential of the licensed clinician making the decision must be at least equal to that of the recommending clinician. The Individual will be notified in writing within 72 hours of decision. All Actions will be reviewed by a physician board-certified or board-eligible in Addiction Medicine.
 3. If an adolescent is brought to a residential facility by a parent or under the auspices of a Washington State entity such as the Department of Children, Youth, and Families, the adolescent resides in the Salish RSA, and the residential facility communicates directly with an SBH-ASO Care Manager about the circumstances and need for authorization, then the SBH-ASO will request a copy of the residential facility assessment materials including ASAM dimensions completed by an SUDP that determined the adolescent meets , ASAM residential level of care, medical necessity, and financial eligibility criteria.
 - a. SBH-ASO will review the assessment materials, including financial eligibility criteria for SABG.
 - b. SBH-ASO will provide the initial authorization decision directly to the residential facility in these cases that meet ASAM level of care, medical necessity, financial eligibility and within available resources.
 - c. The residential facility will work with the parent and/or Washington State entity to develop the continuity of care plan to ensure the adolescent is actively connected with ongoing care when he/she returns to their home community as part of the prior discharge planning.
 4. Efforts to get an Individual's funding status changed from State-Only to Medicaid should also commence upon admission.
 5. The SUD residential facility is responsible to electronically request the continuing stay/re-authorization 10 business days prior to the expiration of the initial authorization.
 - a. Submit the required information to establish the need for medically necessary continuing stay/re-authorization electronically to SBH-ASO.
 - b. SBH-ASO provides a peer-to-peer review of the requested documentation for medical necessity, updated ASAM six (6) dimensions, treatment plan progress and additional goals added subsequently, and additional number of days individually needed based on the information provided. If it is a

- subsequent continuing stay request from the residential facility, the documentation must include updates, changes, and progress the Individual has made since the last continuing stay request.
- c. If information is missing or lacking, SBH-ASO will contact the facility within five (5) calendar days of the original receipt of the request to provide, prior to response.
 - d. SBH-ASO will provide a continuing stay/re-authorization to the residential facility based on the documentation indicating medical necessity of services needed at a residential level of care that cannot be met at a less intensive level of care.
 - e. If the request is denied or reduced amount of time, due to not meeting medical necessity, the decision will be conducted by the SBH-ASO Medical Director. The facility and the Individual will be notified in writing 10 days prior to the reduction or termination of a previous authorization.