

29 The length of residential treatment services requirements are as follows:

- 30 • Adults
 - 31 ○ A maximum of two (2) non-continuous 90-day residential stays are permissible in a
 - 32 one-year (365 days) period
 - 33 ○ Stay may range from 1 to 90 days (maximum 90-days)
 - 34 ○ A one-time extension of up to 30-days may be authorized on annual basis
- 35 • Adolescents
 - 36 ○ A maximum of two (2) non-continuous 30-day residential stays are permissible in a
 - 37 one-year (365 days) period
 - 38 ○ The say may range from 1-30 days
 - 39 ○ A one-time extension of up to 30-days may be authorized on annual basis
- 40 • Perinatal
 - 41 ○ Stay range includes up to the length of the pregnancy
 - 42 ○ Additional 60-days postpartum period (the last day of the month in which the 60th
 - 43 day occurs after the end of the pregnancy)
 - 44 ○ Medical documentation that substantiates the client's pregnancy and/or post-
 - 45 partem information, including last day of pregnancy, shall be maintained in the
 - 46 client record.

47 Procedure

48 Authorization Review Process

49 **Psychosocial Assessments Completed by Monterey County Behavioral Health's LPHA Staff:**

- 50 • MCBH's LPHA staff shall complete the psychosocial assessment, including the ASAM criteria.
 - 51 ○ The psychosocial assessment with ASAM criteria is used to establish medical
 - 52 necessity.
 - 53 ○ A referral made by MCBH to its contracted providers for residential SUD treatment
 - 54 services shall serve as the authorization of service for this level of care

55 **Psychosocial Assessments Completed by MCBH's contracted Provider LPHA Staff:**

- 56 • ASAM assessment shall be used to determine and establish medical necessity for SUD
- 57 services
- 58 • Request for authorization for SUD residential treatment services shall be made by the
- 59 contracted provider prior to delivery of services
- 60 • MCBH shall provide prior authorization for initial residential SUD services within 24-hours from
- 61 receipt of the original request its contracted providers.
- 62 • MCBH shall review authorization requests for continuation and extension of residential
- 63 services within 7-calendar days from receipt of the request for continuation of services and 3 -
- 64 calendar days from receipt of the request for extension of services.
- 65 • MCBH shall review the documentation (i.e. ASAM assessment, DSM 5 diagnosis and ICD-10
- 66 code set, etc.) for medical necessity criteria when making the decision for authorization. The
- 67 following documents must be completed in Avatar prior to submitting residential authorization
- 68 requests to MCBH in order to consider the request complete and valid:
 - 69 ○ Admission form. Clients who do not have an open substance use disorder program
 - 70 episode in Avatar must be admitted using the ASAM only episode;
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 - 72
 - 73
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- 75 ○ Additional onset of services forms including informed consent, consumer rights, notice
- 76 of privacy practices, and problem resolution;
- 77 ○ General Authorization for Disclosure of Confidential Health Information;
- 78 ○ Within Authorization for Disclosure of Confidential Health Information;
- 79 ○ ASAM Assessment, finalized and signed by a Licensed Professional of Healing Arts
- 80 (LPHA);
- 81 ○ Medical necessity note; and
- 82 ○ DSM 5 and ICD-10 code sets completed by the LPHA.
- 83 ○ Perinatal clients have priority entrance in to residential treatment. As such client
- 84 referrals must also include evidence of pregnancy and or post-partem documentation.
- 85 This information shall be scanned in the client's health record.
- 86
- 87 ● Providers shall submit requests for residential stays to 415-SUD@co.monterey.ca.us
- 88 ○ In Subject Line:
 - 89 ■ Initial Request for Residential Services;
 - 90 ■ Continuation of Residential Services;
 - 91 ■ Extension of Residential Services;
 - 92 ■ Initial Request for Residential Services for Perinatal
- 93 ○ Body of Message: include the Client ID, level of care being requested, and the
- 94 counselor/intake coordinator's contact information.
- 95 ● MCBH Authorization Team will review and respond to all initial authorization requests within
- 96 24- hours of receipt of the original request. The authorization team will consult with the
- 97 requesting provider when appropriate.
- 98 ● MCBH shall send response on authorization decision via email to the individual submitting the
- 99 original request
 - 100 ○ For authorization denials, MCBH shall notify individual seeking services of the MCBH's
 - 101 decision via Notice of Adverse Beneficiary Determination (NOABD). MCBH shall mail
 - 102 the decision to the individual's address on health record within 24-hours of the
 - 103 decision.
- 104 ● An updated ASAM assessment is required within 7 -calendar days prior to the completion of
- 105 the initial 45 days in residential treatment and within 10 -calendar days prior to the completion
- 106 of 90 days in residential treatment.

108 Initial Request for Residential Treatment

- 110 ● Providers shall complete necessary documentation in accordance with medical necessity
- 111 criteria and scope of practice prior to submitting a request for initial residential authorization to
- 112 MCBH
- 113 ● MCBH will review documentation for medical necessity and appropriateness of level of service
- 114 being requested and notify the Provider of decision within 24-hours of receipt of a completed
- 115 and valid authorization request.

117 Continuation of Residential Service Requests

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- 119 ● Providers shall complete an updated ASAM assessment.

- 120 ○ The ASAM assessment, medical necessity note, and individual treatment plan shall
121 clearly document/justify the continued need for residential treatment services.
- 122 ● Provider shall submit the request for continuation of residential services **7-calendar days** prior
123 to the end of the initial 45 days in treatment.
 - 124 ● Perinatal Clients: Provider shall submit the request for continuation of residential treatment
125 services **7-calendar days** prior to the initial 45 days in treatment and **7 -calendar days** prior to
126 each additional 45 days in treatment (up to 60-days post-pregnancy).
 - 127 ● MCBH will review documentation for medical necessity and appropriateness of continuation of
128 residential services and notify the Provider of decision within **3-calendar days** from receipt of a
129 complete and valid request

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131 Extension of Residential Service Requests

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- 133 ● Prior to the expiration of the maximum 90-day residential treatment stay, SUD Providers shall
134 complete an updated ASAM assessment.
 - 135 ○ The ASAM assessment, medical necessity note, and individual treatment plan shall
136 clearly document/justify the need for a one-time extension of residential treatment
137 services
- 138 ● Provider shall submit the request for extension of residential services 10-calendar days prior to
139 the completion of the 90th day of residential treatment stay.
 - 140 ○ Submit requests for residential stays to 415-SUD@co.monterey.ca.us
 - 141 ○ In Subject Line: Extension of Residential Services;
 - 142 ○ Body of Message: include the Client ID, level of care being requested, and the
143 counselor/intake coordinator's contact information.
- 144 ● Perinatal Clients: Provider shall submit the request for extension of residential services 10-
145 calendar days prior to the completion of the 60th day of residential treatment stay post-
146 pregnancy.
- 147 ● MCBH will review documentation for medical necessity and appropriateness of continuation of
148 residential services and notify the Provider and AB109 PSW of decision within **3-calendar**
149 **days** from receipt of a complete and valid request

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152 Extension of Residential Service Requests

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- 154 • Prior to the expiration of the maximum 90-day residential treatment stay, the Provider shall
155 complete an updated ASAM assessment.
 - 156 ○ The ASAM assessment, medical necessity note, and individual treatment plan shall
157 clearly document/justify the need for a one-time extension of residential treatment
158 services
- 159 • Provider shall submit the request for extension of residential services 10-calendar days prior to
160 the completion of the 90th day of residential treatment stay.
- 161 • Perinatal Clients: Provider shall submit the request for extension of residential services 10-
162 calendar days prior to the completion of the 60th day of residential treatment stay post-
163 pregnancy.
- 164 • MCBH will review documentation for medical necessity and appropriateness of continuation of
165 residential services and notify the Provider of decision within **3-calendar days** from receipt of a
166 complete and valid request

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