

PerformCARE [®]		Policy and Procedure
Name of Policy:	Authorization Requests for Substance Use Hospital & Non-Hospital Based Withdrawal Management	
Policy Number:	CM-029	
Contracts:	<input checked="" type="checkbox"/> All counties <input type="checkbox"/> Capital Area <input type="checkbox"/> Franklin / Fulton	
Primary Stakeholder:	Clinical Care Management	
Related Stakeholder(s):	All Departments	
Applies to:	Associates	
Original Effective Date:	05/23/03	
Last Revision Date:	09/01/23	
Last Review Date:	11/01/23	
Next Review Date:	11/01/24	

Policy: Substance Use Withdrawal Management services are not required to be prior authorized for admission but do require notification and authorization for length of stay and payment of the treatment stay.

Purpose: To outline the procedure for seeking and obtaining authorization for Substance Use Withdrawal Management services.

Definitions: **Medically Managed Intensive Inpatient Withdrawal Management (ASAM 4WM):** Services that are provided in acute care or psychiatric hospital unit; availability of specialized medical consultation; full medical acute care; ICU as needed with medical staff being available 24-hours a day, 7 days per week.
Medically Monitored Inpatient Withdrawal Management (ASAM 3.7WM): Freestanding withdrawal management center with 24-hour observation & availability of medical staff.
Withdrawal Management: ASAM Level of Care 4WM and 3.7WM.

Acronyms: **ASAM:** American Society of Addiction Medicine Patient Placement Criteria
CCM: Clinical Care Manager
EMR: Electronic Medical Record
MSS: Member Services Specialist
PCPC: Pennsylvania Client Placement Criteria
WM: Withdrawal Management

- Procedure:**
1. A call is received by MSS from a provider, emergency room, county agency, or Member for withdrawal management services.
 2. MSS asks if a hospital-based withdrawal management facility is needed to address medical concerns and/or severe mental health issues.
 3. MSS then offers a list of withdrawal management facilities based on Member's needs and informs the caller that admission to a withdrawal management facility does not need to be prior authorized. MSS documents the call in the EMR.
 4. Member is then assessed for withdrawal management services at either the emergency room or the withdrawal management facility.
 5. When the Member is deemed appropriate for admission for withdrawal management services, the admitting facility is responsible for securing authorization for payment of services from PerformCare.
 6. The admitting withdrawal management facility contacts PerformCare within one (1) business day to clinically review the Member's need for withdrawal management with the assigned CCM based on ASAM. All clinical information is documented in the EMR.
 7. If medical necessity for admission is met, the CCM determines the number of days, between three (3) & five (5) days, that will be authorized and generates an authorization for services.
 8. The CCM informs the withdrawal management facility of the date the next verbal review for continued services will be expected and discussion about discharge planning begins.
 9. If Medical Necessity for admission is not met, the CCM reviews the admission information with the Medical Director/Physician Advisor. Once the denial of services is determined, the Member and withdrawal management facility are notified of the decision, alternative services are offered, and a denial letter is generated. All information and contacts are documented in the EMR.

Related Policies: *CM-013 Approval/Denial Process and Notification*

Related Reports: *American Society of Addiction Medicine (ASAM) guidelines per Pennsylvania Department of Human Services HealthChoices Behavioral Health Program, Program Standards and Requirements*

**Source Documents
and References:** None

**Superseded Policies
and/or Procedures:** None

Attachments: None

Approved by:



Primary Stakeholder