

Provider Bulletin # 18-14
**The Philadelphia Department of Behavioral Health and Intellectual
disAbility Services (DBHIDS)**
Community Behavioral Health (CBH)
**Updates to Psychiatric Residential Treatment Facility and
Residential Treatment Facility Referral Process: Pre-Admission
Interview Requirement**
August 21, 2018

This Bulletin applies to all contracted child and adolescent Psychiatric Residential Treatment Facilities (PRTFs) and Residential Treatment Facilities (RTFs). To maximize access to in-state residential treatment for our members, CBH will implement the following changes to the PRTF/RTF referral process effective **September 21, 2018**.

At the time of referral, CBH may request that the provider conduct an interview with the youth being referred for admission. Please note, interviews will not be requested with every referral but will be requested when the youth fits the program outlined in the facility's service description and stated inclusionary and exclusionary criteria. In these instances, an in-person pre-admission interview will be required to take place prior to determining that the youth is not a clinical fit for the program. For providers located more than 50 miles from the youth's current location, Health Insurance Portability and Accountability Act (HIPAA)-compliant video conferencing is permissible. Upon completion of the pre-admission interview, the PRTF or RTF must notify CBH of the outcome. Please note that youth referred to PRTF and RTF have already been determined to meet medical necessity for this level of care, and any denials following the interview should reflect that contributing areas of clinical concern were fully explored and assessed.

CBH has created a new Level of Care (LOC) 500-24 RTF Accredited – Pre-Admission Assessment to support the pre-admission assessment process. LOC 500-24 will be reimbursed at a rate of \$115 per event. The rate includes costs related to travel and videoconference. The interview must be completed by a clinician meeting the requisite requirements of a mental health professional, psychologist, or psychiatrist per the Manual for Review of Provider Personnel Files (MRPPF).¹

Providers are able to continue to accept referred youth based on the written referral alone, and in these cases, no interview is required. When the provider is unable to accept the youth based on the written referral and would like to schedule an interview/or when CBH has requested an interview, the provider will reach out to the CBH RTF Referral Behavioral Health Liaison with the time and date of the interview, at which time an authorization will be issued for LOC 500-24.

The effective date of September 21, 2018 refers to the date on which CBH will begin to require interviews. Providers may begin to request authorization and payment for interviews immediately as of 8/21/18. Questions regarding this Bulletin can be directed to Lauren DellaCava, Clinical Director of Children's Services, at lauren.dellacava@phila.gov.

¹ Can be found on CBH Compliance page here: <https://dbhids.org/providers-seeking-information/community-behavioral-health/cbh-compliance/>