



CBH Provider Notification Packet Exemption Updates September 11, 2018

CBH is expanding services that can be requested using a packet exemption.

Effective September 11, 2018, some service requests for School Therapeutic Services (STS) and Behavioral Health Rehabilitation Services (BHRS) will be authorized via packet exemption.

Requests that qualify for packet exemption are:

- Initial requests for STS Level 2 or Level 3
- Continued requests for STS Level 2 or Level 3 for members with an overall STS length of stay under 12 months
- Continued requests for BHRS for professional services only [i.e., Behavioral Specialist Consultant- Autism Spectrum Disorder (BSC-ASD) and/or Mobile Therapy (MT)] for members with an overall BHRS length of stay under 12 months

Instead of submitting a packet to request services, providers may submit a list of members meeting medical necessity criteria for the levels of care outlined above to their Clinical Care Manager (CCM) using the Authorization Request Form provided by CBH. All elements of the form must be completed, which include:

- Member's name and medical assistance identification number
- School name
- Previous services authorized and dates (for continued requests ONLY)
- Evaluation date
- Prescriber/evaluator (name and credentials)
- Requested/prescribed services (including level/hours and dates)
- Provider agency name
- Provider agency point of contact (name and contact information)

Authorization Request Forms must be submitted via the secure website. The Authorization Request Form must be appropriately labeled as: **ProviderID#_Auth_Req_Form**.

CBH will continue to require packet submission for any request that falls outside the parameters outlined in this notification.

Please note:

Initial requests will be defined as members with no history of STS at any level by the requesting provider.

Second authorization periods will take into consideration lapses in services over the summer months. If a member received services in the spring, a request received in the fall will be considered a second authorization.

This exemption includes members who had STS Level 1 for 6 months and now meet medical necessity criteria for STS Level 2 or 3. In this case, only one authorization period could be requested through packet exemption.

While CBH will not require a packet submission, **providers must continue to maintain essential BHRS and STS documentation to verify medical necessity criteria and to meet requirements of the Office of Mental Health and Substance Abuse Services (OMHSAS).**

Questions regarding a member's appropriateness for placement onto the Authorization Request Form should be directed to the assigned CBH CCM before submitting the form.

If you have questions about this notification, please contact Keith Hurd, Clinical Care Management Coordinator for BHRS at Keith.Hurd@phila.gov