



Section: Substance Abuse Treatment & Prevention	Policy Name: Referrals for Screening, Assessment, Referral & Follow-Up (SARF)	Policy Number: 11.15
Owner: SAPT Director	Reviewed By: <i>B.E. [Signature]</i> 6/4/19 SAPT Director; Manager of UM; Medical Director	Total Pages: 3
Required By: <input type="checkbox"/> BBA <input type="checkbox"/> MDHHS <input type="checkbox"/> NCQA <input type="checkbox"/> Other (please specify): _____	Final Approval By: <i>[Signature]</i> <i>[Signature]</i>	Date Approved: <i>7/28/19</i> 6-6-2019
Application: <input checked="" type="checkbox"/> SWMBH Staff/Ops <input checked="" type="checkbox"/> Participant CMHSPs <input checked="" type="checkbox"/> SUD Providers <input type="checkbox"/> MH/IDD Providers <input type="checkbox"/> Other (please specify): _____	Line of Business: <input type="checkbox"/> Medicaid <input type="checkbox"/> Other (please specify): <input checked="" type="checkbox"/> Healthy Michigan <input checked="" type="checkbox"/> SUD Block Grant <input checked="" type="checkbox"/> SUD Medicaid <input type="checkbox"/> MI Health Link	Effective Date: 7/28/14

Policy: It shall be the policy of Southwest Michigan Behavioral Health (SWMBH) to maintain a written list of resources that are willing and able to provide services to individuals requesting or receiving services from SWMBH providers. The list shall guide the clinician making the referral and include the name and location of the resource, the types of services that the referral source provides, and eligibility requirements to receive the services offered by the referral source.

All referrals that were made as a result of a customer not meeting the admission and medical necessity criteria for substance use disorder treatment services at a SWMBH provider will be logged and reviewed to verify the appropriateness of denials, identify referral trends, and for service delivery decisions.

Purpose: SWMBH will provide referrals and/or authorize contracted providers to complete screening, assessments, referrals and follow-up services for customers alleged to have or have been diagnosed with a Substance Use Disorder (SUD).

Scope: Substance Abuse Prevention and Treatment and Utilization Management (UM)

Responsibilities: The UM department staff shall assure that referral resources are updated and modified to best meet customer's needs. Substance Abuse Prevention and Treatment department will work collaboratively with UM to update and modify referral resources.

Definitions: None



Standards and Guidelines:

- A. SWMBH and the SUD provider network will provide referrals to customers with Substance Use Disorders and shall maintain a current comprehensive list of referral sources. This list will be reviewed, updated and verified annually.
- B. Referral sources shall include at least the following:
 - 1. Substance abuse, prevention and treatment facilities
 - 2. Mental health services
 - 3. Educational services
 - 4. Vocational counseling and training services
 - 5. Job development and placement services
 - 6. Financial counseling
 - 7. Legal counseling
 - 8. Spiritual counseling
 - 9. Nutritional education and counseling
 - 10. Financial aid services
 - 11. Medical/Physical Health services
- C. Written referral agreements with referral resources are maintained by SWMBH and the SUD provider network.
- D. A monthly log of referrals made will be maintained and will include:
 - 1. The referral source
 - 2. The date and method of referral
 - 3. The client identifier
 - 4. Presenting problem
 - 5. Disposition of referral

Procedures: None

Effectiveness Criteria: N/A

References: State of Michigan, State of Office of Administrative Hearings and Rules. (1981). Michigan administrative code, substance use disorder service programs. Retrieved from http://dmbinternet.state.mi.us/DMB/ORRDocs/AdminCode/1888_10901_AdminCode.pdf

Attachments: None

