## ADULT RESIDENTIAL TREATMENT (ART) CONCURRENT REVIEW AND AUTHORIZATION WORKFLOW

ART EPISODE OPENING DATE (EOD)

ASSESSMENT (due by 10th day of EOD or first billed day)

INITIAL TX/CT PLAN (due by 10th day of EOD or first billed day)

TX/CT PLAN REVIEW/UPDATES (every 30 days)

PROGRESS NOTES (weekly)

## **ACBH Documentation Requirements and Timelines**

## **SCENARIO 1: MHP REFERRAL**

ACBH ACCESS is contacted by Acute Hospital/ Crisis/ other Provider; ct.; community

MHP REFERRAL/INITIAL AUTHORIZATION:

ACBH ACCESS screens and determines ART is the appropriate level-of-care. If ART is determined, an ACCESS referral and Initial Authoriaztion for up to 9 days is rendered

ART Provider submits continuation auth request to ACBH at least 5 business days prior to current auth expiration

CONTINUATION AUTHORIZATION

MHP reviews and authorizes 7-21 days

## **SCENARIO 2: ART PROVIDER ADMISSION**

ART Provider admits and submits auth request, Brief Screening Tool and referral to MHP within 24 hours of admission

MHP reviews and renders an auth decision:

- a) Standard: within 5 business days
- b) Expedited: within 72 hours

INITIAL AUTHORIZATION:

MHP may authorize up to 9 days prior to Tx/Ct Plan due date

ART Provider submits
continuation auth
request to MHP at least
5 business days prior
to current auth
expiration

CONTINUATION AUTHORIZATION

MHP reviews and authorizes 7-21 days