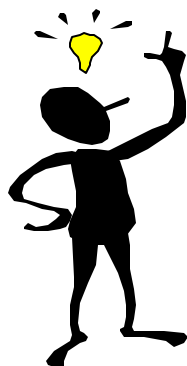


HealthSystems OF MISSISSIPPI

Psychological Evaluations Required for PRTF Admission

Effective May 1, 2002, psychological evaluations required for PRTF admission may be conducted up to **60 days** prior to the actual PRTF admission. The previous requirement for a psychological evaluation of 30 days prior to admission has been extended in order to reduce the number of updated psychological evaluations that are conducted when a child/adolescent is placed on a waiting list for a Psychiatric Residential Treatment Facility (PRTF) admission.

REMINDER



Psychiatric Residential Treatment Facilities (PRTFs) **must** submit a completed monthly census report to HSM no later than the last day of the month.

HSM's Directory of Services

Inpatient Provider Helpline

HSM provides a Helpline for providers to access review outcomes, discuss issues regarding previously submitted reviews, or ask questions regarding the review process. This helpline can be accessed from the hours of 8:30 a.m. through 5:00 p.m., Monday through Friday.

Eric Watson, LPN
Helpline Coordinator
1-601-360-4949
ewatson@hsom.org

Quality Hot Line – 1-888-204-0221

HSM also provides a toll-free hotline for beneficiaries and providers to report quality concerns and/or complaints. This hotline can be accessed from the hours of 8:30 a.m. through 5:00 p.m., Monday through Friday.

Education Department

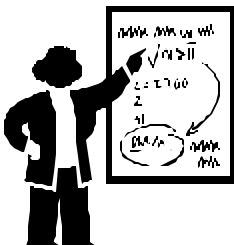
HSM has staff who are available to beneficiary groups, providers, and others to explain HSM's Medicaid services or to participate in health fairs and present health information.

Erin Barbour
Education Specialist
601-360-4961
ebarbour@hsom.org

Helpful Hints For Psychiatric Residential Treatment Facilities

- Verify patient's Medicaid eligibility with the fiscal agent (ACS) prior to submitting to HSM for review.
 - For patients who are determined to have retroactive Medicaid eligibility, the completed psychiatric/psychological evaluation which was conducted at the time of admission to the PRTF must be submitted. This evaluation must include IQ testing.
 - Medicaid recognizes qualified examiners to include: M.D., Psy.D., Ph.D., D.O.
 - If a child comes from an acute setting, the pre-discharge recommendation will be accepted in place of the independent evaluation. The examiner/referring treatment team must **not** have admitting privileges, serve on the PRTF treatment team, or receive financial benefits from the PRTF to which the child is proposed to be admitted.
 - The psychological evaluation must be done **within 60 days** prior to the proposed date of service, signed by the examiner and recommending residential setting. The evaluation should also include multi-axial diagnoses.
 - If continued stay is required, the PRTF must submit a written request for extended certification (HealthSystems of Mississippi Psychiatric Residential Treatment Facility Concurrent Plan of Care Form). The request should be received by HSM at least seven (7) days prior to the last day certified. **To expedite the review process and to insure that the most recent clinical information is available, HSM encourages PRTFs to hand deliver or overnight mail the information.**
 - For beneficiaries with a stay of less than 180 days, a copy of all treatment plans (*including updates*), psychiatric (physician) progress notes, all treatment notes (*group, individual, family, art, etc*), and all assessments (*psychiatric, psychological, education, dietary, education, history and physical*) must accompany the completed form.
- For beneficiaries with a continued stay of greater than 180 days, the complete chart from the last day certified, must be submitted.

Need a workshop at your facility on the
certification review process?



Call the HSM Education Department
today!

Erin Barbour
HSM Education Specialist
601-360-4961

We will promptly fax a Workshop Registration
form to you. Our workshops are free to all Mississippi Medicaid providers.

Upcoming HSM Holiday Closings

Monday, April 29, 2002
Confederate Memorial Day

Monday, May 27, 2002
National Memorial Day

Thursday, July 4, 2002
Independence Day