****

**WFNJ SAI/BHI CO-OCCURRING DISORDER (COD) PREAUTHORIZATION PROCESS**

**FOR IOP, PC, HH and TC**

The WFNJ SAI/BHI may preauthorize one (1) full individual counseling session (OP-FUL, 90834HV) and/or one (1) COD group therapy per week for WFNJ SAI/BHI clients who have been diagnosed with a mental health disorder and a co-occurring substance use disorder. This service unit may be preauthorized when there is clear clinical justification for the need of individual therapy for a client with significant psychiatric impairment in daily functioning. For example, co-occurring symptoms requiring specialized therapeutic interventions may have resulted from childhood or adult trauma, military service members returned from combat, domestic violence, active DCP&P involvement, or community reintegration from the legal system.

One full session COD individual therapy unit may be preauthorized only at DMHAS licensed IOP, PC, HH, and TC COD providers. Additional COD groups may be preauthorized at HH and TC residential treatment providers. Please note, not all co-occurring WFNJ SAI/BHI clients will require this additional service, and it should be reserved for those individuals with the more profound COD disorders and greatest need.

All preauthorized individual or group COD services must be conducted by a licensed Clinical Psychologist, LPC, LCSW, or LMFT; or LAC or LSW under the supervision of a qualified LPC, LCSW, licensed psychologist, or other certified clinical supervisor.

There will be some clients who will not require weekly sessions and may meet with the COD therapist with less frequency. The number of weekly sessions will be determined collaboratively with the primary counselor and the COD therapist and the WFNJ SAI/BHI CC (CC).

The treatment provider must forward a legible copy of each client’s psychiatric evaluation, listing all diagnoses and prescribed medications, if applicable. The psychiatric evaluation summary must substantiate the need for COD counseling service.

Not all WFNJ SAI/BHI clients will need a psychiatric evaluation and not all WFNJ SAI/BHI clients will require COD counseling if they had a psychiatric evaluation. In the event that a psychiatric evaluation was not conducted, documented clinical justification must be given to the CC in order to establish the need for additional COD counseling services.

**If a client is preauthorized to receive COD counseling, the following must occur:**

(1) The WFNJ SAI/BHI must receive a copy of the Fee for Service Letter of Approval for Enhancement Services or COD license issued by DMHAS; fax or scan/email to Tracy Kale, network coordinator, at 609-689-0595 or tkale@ncaddnj.org

(2) The LPC, LCSW, LMFT, other licensed practitioner, or LAC or LSW who will be providing individual or group therapy must provide a copy of their license; fax or scan/email to Tracy Kale, network coordinator, at 609-689-0595 or tkale@ncaddnj.org

(3)The approved licensed supervisor providing supervision to LACs or LSWs must provide a copy of their license; fax or scan/email to Tracy Kale, network coordinator, at 609-689-0595 or tkale@ncaddnj.org

(4) The sessions must not take place during the hours that the client is scheduled to attend groups for their IOP or PC program.

(5) The treatment provider must forward at the end of each COD individual or group session one progress note from the COD therapist documenting the client’s progress, or lack thereof, towards their treatment goals. This note must include targeted evidence-based interventions used in each session and clearly illustrate the client’s progress to date, functional status, presenting symptoms, and prognosis. If the progress notes are insufficient, or not received, the provider risks non-payment for current or future services. If therapy is conducted by an LAC or LSW, their supervisor must sign the note.

(6) This session is conducted in addition to the weekly individual counseling with the CADC/LCADC sessions that all IOP, PC, and TC clients must have with their primary substance abuse counselor, as required for the “bundled” services for all SAI/BHI clients in these levels of care. The therapy sessions with the COD therapist are not a substitute for the weekly sessions with the primary counselor**.** In order to ensure that all SAI/BHI clients are also meeting with their primary counselor weekly, **the primary counselor must now also send one weekly progress note indicating the client’s progress towards their substance abuse treatment goals.**

The WFNJ SAI/BHI CC will continue to conduct scheduled CSRs with the client’s primary counselor. It is expected that the counselor will report progress on the client’s COD symptoms from the COD therapist to determine the need for continued COD services. In the event the primary counselor has his or her LPC or LCSW, the COD sessions should be conducted within the “bundled” services for the IOP, PC, HH, or TC levels of care and additional individual sessions will not be authorized. In these instances, the sessions may be conducted during the normal IOP, PC, HH, or TC hours and no weekly progress notes should be sent to the CC. Clinical reviews will be conducted at each CSR to discuss the need for ongoing treatment at the current level of care.