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| **NCADD-NJ**  **WFNJ SAI/BHI** |

MEMO

**To:** All WFNJ SAI/BHI Care Coordination Staff

**From:** Stacey Wolff, Director of Care Coordination Services

**CC:** Luci Doppler, Clinical Director

**Date:** 2/22/18

**Re:** POLICY: Treatment Refusals

All GA and TANF recipients who are not temporarily exempt or deferred from a Work First New Jersey (WFNJ) activity must participate in employment-directed work activities. Substance use and/or mental health treatment may count towards all or part of their work requirement. If a client is referred to the SAI/BHI, the County/Municipal Welfare Agency (CWA/MWA) Caseworker must put the referral recommendation on the client’s Individual Responsibility Plan (IRP) and the client is then required to attend the assessment. If a client is utilizing Emergency Assistance (EA) for housing and is referred to the SAI/BHI, the referral is placed on the client’s EA Plan and the client is required to attend the assessment.

If a client refuses to attend treatment, the Care Coordinator must explain to the client that failure to participate in a WFNJ work activity, which may include treatment, may result in sanctioning or loss of their benefits. Clients who are deferred or exempt from a work activity may still receive a mandatory referral to the SAI/BHI for treatment and failure to engage in the recommended level of services may result in loss of emergency assistance, temporary rental assistance, childcare, or other ancillary services.

**All clients who refuse to attend any level of care following the assessment must sign a Treatment Refusal Form in the database and should immediately be referred for a sanction.**

At the time of assessment, if a client refuses to attend any level of care, with the exception of withdrawal management services, the client must be given 30 calendar days to change their mind before the case is closed. The CC must use Motivational Interviewing techniques with the clients to engage them in treatment. At least one outreach attempt by phone or mail should be provided by the CC, ACC Outreach Specialist, or CCSS to encourage the client to reconsider their decision. If the client does not respond to the outreach efforts, the case would be closed as “Refused Treatment.”

At the time of assessment, if a client refuses clinically recommended residential withdrawal management services (i.e., 3.2-WM, 3.7-WM, or 4-WM) the client must be given 10 business days to allow them to reconsider their decision. At least one outreach attempt by phone or mail should be provided by the CC, ACC Outreach Specialist, or CCSS to encourage the client to reconsider their decision. If the client does not respond to the outreach efforts, the case would be closed as “Refused Treatment.”