



**ALAMANCE-CASWELL  
LOCAL MANAGEMENT ENTITY**

319 N. GRAHAM-HOPEDALE ROAD, SUITE A  
BURLINGTON, N.C. 27217

**Daniel S. Hahn, MA**  
Executive Director

**Tel. (336) 513-4200**  
**Fax. (336) 513-4449**

**Norman M. Melton, Jr.**  
Chair, Area Board

MEMORANDUM

TO: Enrolled Providers  
FROM: Alicia Graham, LPC  
DATE: August 31, 2005  
RE: Communication Bulletin #3

This bulletin addresses questions presented in regards to service authorization.

Question #1

What process is used for a provider to receive authorization for services to be rendered by another provider?

The provider will follow the LME authorization process by contacting the Utilization Management Unit to request the service needed for the consumer. Once eligibility is determined, the authorization is approved to the selected network provider. Authorization forms are faxed to the requesting provider and selected provider with a copy mailed to the consumer.

Question #2

How does a provider refer an adolescent consumer to the MAJORS Program?

Providers cannot directly refer an adolescent to the MAJORS Program. Individuals served through the MAJORS Program are identified and court ordered by the juvenile justice system.

Question #3

How are authorizations communicated when services are requested and authorized involving multiple providers?

Authorization forms are faxed to the requesting provider, the selected provider(s) with a copy mailed to the consumer.