



**ALAMANCE-CASWELL  
LOCAL MANAGEMENT ENTITY  
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**David Carter  
Chair, Area Board**

## MEMO

Date: May 25, 2010

To: Provider Network

From: Lynnette Gordon, LPC, LCAS, CRC  
Clinical Director

RE: Utilization Review Updates

The following are some updates that will be implemented by the clinicians in the Utilization Management (UM) department:

1. Please note that a preview checklist will be used for all requests and if information listed on request is not sent in than the request time will not be started until all information is received. Please see the attached checklist that support staff will be using for all requests coming into the UM department. All requests sent in from June 15, 2010 on will be using the checklist.
2. ADATC referrals for substance dependent consumers: Please fax a copy of the ADATC referral form to 336-513-4449 the same day that the referral is sent directly to the ADATC unit in order for review and pending authorization. A copy of the American Society of Addictive Medicine (ASAM) criteria should be included with each request.
3. Substance abuse services: Starting July 1, 2010 for all substance abuse services that list ASAM criteria as part of the entrance criteria or concurrent review criteria, please send a copy of the ASAM criteria in order to clinically justify the need for services requested. The request for services may be sent for peer review by our doctor if clinicians unable to determine medical necessity. Please review the current service definitions for IPRS services or Medicaid billable services in order to determine if need ASAM criteria or call the UM department at 336-513-4200 ext 3.

If any questions please feel free to call the UM department and ask to speak to one of the clinicians for assistance at 336-513-4200 press 1 then 3.