

**NORTHERN MICHIGAN REGIONAL ENTITY
ADMINISTRATIVE MANUAL**

PROCEDURE NAME: CONTINUING STAY AUTHORIZATION OF COMMUNITY INPATIENT
PSYCHIATRIC SERVICES PROCEDURE
CHAPTER: SIX – ACCESS TO CARE
PROCEDURE #: 06-02-001
EFFECTIVE DATE: March 26, 2015

PURPOSE

To delineate the process used by the Northern Michigan Regional Entity (NMRE) to provide continuing stay authorizations of community inpatient psychiatric services.

APPLICATION

Access Center, Comprehensive Providers, Community Inpatient Psychiatric Service Providers and Physician Groups

PROCEDURE

During Community inpatient psychiatric hospitalization episodes of care, the provider is responsible for tracking the number of days initially authorized and number of days utilized. Specifically,

- 1) No later than the last authorized day, the provider will complete the NMRE Continued Psychiatric Stay Request in its entirety and fax to both the Access Center and the responsible Comprehensive Provider. If the last authorized day falls on a Saturday or Sunday, the Provider shall furnish the Request to NMRE and Comprehensive Provider on the preceding Friday.
- 2) The Access Center worker will determine the clinical necessity of continued stay based on the MDCH Medicaid Provider Manual and the Managed Specialty Support and Services Concurrent 1915(b)(c) Waiver Program FY 14.
- 3) The Access Center worker will consult with the Comprehensive Provider regarding discharge plans.

REFERENCE

Michigan Department of Community Health, Medicaid Provider Manual, January 2014

REVISED:

REVIEWED: March 26, 2014

Signed copy is on file with NMRE

Dave Schneider
Northern Michigan Regional Entity Chief Executive Officer

Date