

ATTACHMENT B

PRSN SPECIAL POPULATION EVALUATIONS INSTRUCTIONS FOR EXTERNAL CONSULTATIONS

The PRSN strongly recommends the network providers to use the PRSN specialists population evaluation form for documenting all consultations with specialists. The form can be scanned into Profiler.

This policy applies to all PRSN provider agencies and consumers that require Specialists Consultations. This Form has been implemented since June 10, 2002.

When the PRSN network treatment provider is a Specialist, the Specialists Consultation requirement is deferred per WAC388-865-0260, -0405, -0425, -0430.

PROCEDURE:

1. The PRSN Contracted Provider Agencies are strongly encouraged to use the PRSN Special Population Evaluation Form To Document Consultations with Specialists

All PRSN Providers are strongly encouraged to use and complete the PRSN Specialists Population Evaluation Form to document consultations, with regard to phone or face to face consultations, with specialists as required by WAC. The completed form can be scanned into Profiler.

- After the initial consultation, the "Profile" information may be left blank if there are no changes.

2. Inform the Treatment Plan

The recommendations documented during the consultation **must be** taken into account when planning, reviewing, and revising the Individual Service Plan and treatment progress.

The consultation may provide integral information targeted at the course of treatment and identify steps toward progress of established goals for rehabilitation, recovery, and reintegration into the mainstream of social, employment, and educational choices.

3. Specific Time Frames for Completion

Specialists consultations **must be** completed within thirty (30) days of the Intake Assessment and periodically thereafter as specified by the mental health specialists.

4. Specialists

- The PRSN providers will arrange for the consultation, in person or on the telephone, by the required (minority, DDD, Geriatric, Children's, or Deaf) specialist within contract requirements.
- The PRSN will provide yearly updated in-network specialists lists to the PRSN providers. The network agencies are expected to contract with specialists not available within the network.