

**Referral process for Department of Human Services (DHS) and juvenile court officers:
Psychiatric medical institutes for children (PMICs)**

Amerigroup Iowa, Inc. would like to partner with DHS and Juvenile Court Services (JCS) to expedite admission for adjudicated children who would benefit from psychiatric residential care. Below is the process for requesting PMIC authorization for adjudicated children involved with DHS/JCS.

Requesting PMIC authorization from Amerigroup

Complete the online application *Behavioral Health Psychiatric Medical Institute for Children Initial Review Form*, located at <https://providers.amerigroup.com/ia>. Fax the application form, signed certificate of need and the documents below to the Amerigroup Utilization Department at 1-877-434-7578.

The attached information will be used to complete the referral packet for PMIC providers if the prior authorization request is approved.

Biopsychosocial assessment

Diagnostic interview with mental status exam completed by a physician or licensed mental health professional (completed within the last 30 days)

Evaluation by a psychiatrist

Including an Axis 1-5 diagnosis, the patient's history of problems, attempted treatment efforts and recommendations of issues to be addressed during PMIC treatment (completed within the last 6 months)

Educational records

Behavioral reports, academics and most recent individual education plan (IEP)/504 plan, if any

Relevant medical, vision and dental documentation (and neurological, if applicable)

Discharge summaries

From previous inpatient and outpatient treatment (if applicable), along with current provider reports

Assessment of cognitive functioning

Including adaptive functioning and full scale IQ (if applicable/available)

DHS case plan/JCS reports

Including the court order (if applicable)

Any other psychological evaluations (if applicable)

Completed *Permission for Treatment* form

Completed *Certificate of Need* form (CON)

Must be signed within the last 45 days

Substance abuse evaluation

Only if requesting dual (mental health/substance abuse) or substance abuse-only treatment: completed within the last 30 days, including American Society of Addiction Medicine (ASAM)

We will review the clinical information to determine medical necessity, and ensure the least restrictive level of care has been considered.

- **If yes:** Amerigroup assigns an "authorization pending" status, and sends packets to all applicable PMICs in the state, with priority placed on facilities in closest proximity to the family. Note: Please complete the *Permission for Treatment* form to enable Amerigroup to contact applicable PMIC providers.

- **If no:** Amerigroup coordinates with the referring worker to determine a more appropriate level-of-care, which may include scheduling a member-centered meeting. If a consensus is not met, the clinical information will be sent to a psychiatrist to determine medical necessity. If a denial of authorization is issued, Amerigroup will inform the worker of the appeal process.

PMICs will be expected to respond with their acceptance or denial within 10 working days. Amerigroup will track the responses from the PMICs and keep the DHS/JCS referring worker informed of all referral updates. Once responses are returned, DHS/JCS will make a placement decision and Amerigroup will notify all applicable PMICs of the decision. DHS/JCS will then coordinate specific details of an admission with the selected PMIC

Note: Out-of-state placement will be considered and coordinated based on a lack of in-state resources.

Primary Amerigroup contact throughout the referral process:

Chris Williby
Outreach Specialist
Phone: 515-372-7012, ext. 47187
chris.williby@amerigroup.com
4800 Westown Parkway, Suite 200
West Des Moines, IA 50266

Parent/guardian permission for treatment

If you have any questions, please call Amerigroup Iowa, Inc. at 515-327-7012, ext. 47187.

I am aware that an application for a Psychiatric Medical Institute for Children (PMIC) has been submitted

for: _____.
(Client name)

As the parent/guardian, I agree with the need for this level of care and authorize a bed search, which allows Amerigroup to share current and relevant clinical information with any Amerigroup provider who is credentialed, in order to provide this specific medically-necessary treatment. Please check the box(es) below for all PMIC providers that you wish referral information to be shared:

- Boys & Girls Home
- LSI Beloit
- Orchard Place
- Hillcrest

- Children's Square
- LSI Bremwood
- Tanager Place
- Alegent Health

- Four Oaks, Inc.
- MHI Independence
- Cornerstone Recovery
- Jackson Recovery

Parent/guardian signature

Relationship to patient

Date