

Governing Body - MVBCN		Pages: 2 Date: September 18, 2009
Mental Health and Chemical Dependency		
Outpatient Services		
Subject: Communication with Primary Care Physicians	Prepared By: Quality Management Committee	Approved By: Regional Advisory Council

RATIONALE:

The MVBCN is committed to integrating the care given within behavioral health systems with that provided in the primary care setting. All MVBCN contractors are required to develop protocols and forms which accomplish the following objectives.

POLICY:

The MVBCN recognizes the need for each provider to develop protocols and forms which meet these objectives with minimal administrative costs and duplication of paperwork. Each provider is to develop a system in which they or other chart auditors can locate documentation that the information has been conveyed. Providers are encouraged to consider phone, fax, and electronic communications, and to develop forms which also serve other recording requirements. If you want feedback or assistance with developing your forms and protocols, contact the BCN.

OBJECTIVES:

1. All consumers will be presented at the time of intake with a form for consent to the two-way sharing of information with their specific primary health care provider and their fully-capitated health plan. Providers will discuss the advantages of coordinated care, while recognizing that consumers have the right to refuse such communication. Consumers without a PCP are assisted to find a suitable provider in their managed health care organization.
2. Subject to client permission:
 - A. Information is provided to the PCP on all new clients, by the third session or within 30 days, whichever is earlier. Providers will respond more quickly when clinically indicated or when the PCP has made the referral and needs prompt feedback. This initial information should include, at minimum:
 - Identifying information
 - Date of initial contact
 - Brief problem statement and plan for treatment; OR
 - Other disposition if client will not receive further treatment
 - Contact information (including fax #) and an invitation for the PCP to contact the treating clinician to share information and recommendations
 - A copy of the release of information form
 - B. For clients receiving LMP evaluations and/or medication management:
 - Initial medical evaluation with diagnosis, target symptoms and medication treatment plan
 - Notices of significant changes in medications (as defined by the LMP)

- Contact information (including fax #) and an invitation for the PCP to contact the treating clinician to share information and recommendations
 - A copy of the release of information form
- C. For all clients receiving treatment:
- Service conclusion summary, including medication status at discharge, and summary of the focus and outcome of treatment, final diagnostic status.
 - Information should be sent as soon as possible following the end of treatment.