

Authorization Change Request – Overview for IDHW (non-ATR clients) and IDOC clients

I am a Treatment Provider and I want to....	Use this Authorization Change Request Type	ASAM Concurrent Review Required?
Request more treatment units for the current authorization. <i>You also have the option to extend the end date of the authorization. Include requests for RSS services (new or additional units) in the Comments section if the services will be performed by your agency.</i>	Change to Service	Yes
Request RSS services (new or additional units) without affecting treatment.	Note to Authorizer	No
Request RSS services (new or additional units) for a Stand Alone RSS provider.	Note to Authorizer	No
Transfer an IDHW client from Assessment to a treatment Level of Care (LOC) after consenting the GAIN-I Summary (GRRS) to DHW Contractor (if the client will go to a different provider for treatment services, note this on the GAIN-I Summary).	Note to Authorizer	No
Transfer an IDHW client to a different LOC at your agency. <i>You also have the option to extend the end date of the authorization.</i>	Add New Service	Yes
Transfer an IDOC client from one Stage to another Stage at your agency. <i>You also have the option to extend the end date of the authorization.</i>	Change to Service	Yes
Transfer a client to another treatment provider at the same LOC and there are two weeks (14 days) or less before the current treatment authorization expires <u>and</u> discharge the client from your agency.	Change to Service	Yes
Transfer a client to another treatment provider at the same LOC and there are more than two weeks (15+ days) before the current treatment authorization expires <u>and</u> discharge the client from your agency.	Note to Authorizer	No
Transfer the client in a to another treatment provider with a different LOC <u>and</u> discharge the client from your agency. <i>When the client is changing a LOC, an ASAM Concurrent Review will always be required regardless of the time remaining on the current authorization.</i>	Change to Service	Yes
Inform the contractor the client is discharging and will not be going to another provider.	Note to Authorizer	No

RSS Stand Alone Providers will always use Note to Authorizer when creating an Authorization Change Request.