Behavioral Health Service Request Form

IOP Services as Covered

Please submit to the dedicated fax line below.

Medicare

Arizona: **1-855-713-0593**; AZ Liberty: **1-866-246-9832**	Kentucky: **1-888-365-5676**
Florida: **1-855-710-0168**	New Jersey: **1-888-339-2677**
Hawaii: **1-888-881-8225**	New York: **1-855-713-0589**
Connecticut, Maine, North Carolina: **1-888-365-5607**	Texas: **1-855-671-0259**
Arkansas, Louisiana, Mississippi, South Carolina, Tennessee: **1-855-710-0160**	
Illinois, Indiana, Massachusetts, Missouri, Michigan, New Hampshire, Ohio, Rhode Island, Vermont, Washington: **1-855-713-0593**	

Place of Service:
☐ 22-Outpatient Hospital ☐ 53-Community Mental Health Center

Treatment Focus: ☐ Mental Health ☐ Substance Use Disorder ☐ Dual Diagnosis

Member Information

Last Name:	First Name, Middle Initial:	Date of Birth:
Phone Number:	Wellcare ID Number:	Gender: ☐ Male ☐ Female

Third-Party Insurance: ☐ Yes ☐ No	If yes, please attach a copy of the insurance card. If the card is not available, provide the name of the insurer, policy type and number.	Languages Spoken:

Treating Provider/Practitioner Information

Last Name:	First Name:		NPI Number:
Wellcare ID Number:	Participating: ☐ Yes ☐ No	Discipline/Specialty:	
Street Address:		City, State:	ZIP:
Phone Number:	Fax Number:	Office Contact:	

Facility/Agency Information

Name:	Facility ID:		NPI Number:
Street Address:		City, State:	ZIP:
Phone Number:	Fax Number:	Office Contact:	

REV/HCPCS Code(s) and Number of Days/Units Requested

REV/HCPC Code(s):		Number of days/units:	
Service request start date:	Projected length of stay:	Transition of Care: ☐ Yes ☐ No	Continuation of Care: ☐ Yes ☐ No

(continued)

Diagnosis – Code and Description

Primary diagnosis:

Secondary diagnosis:

Medical diagnoses:

Are the requested services ordered by court? ☐ Yes ☐ No
If yes, please submit a copy of the court order and all supporting documentation.

Clinical Details

Current symptoms and behaviors:

Is there a trigger event identified? ☐ Yes ☐ No If yes, please describe:

Is member motivated for treatment? ☐ Yes ☐ No

Is transportation available? ☐ Yes ☐ No

Current Risks

Check the risk level for each category and check all boxes that apply.

Risk to self (SI)	☐ 0	☐ 1	☐ 2	☐ 3	With	☐ ideation	☐ intent	☐ plan	☐ means
Risk to others (HI)	☐ 0	☐ 1	☐ 2	☐ 3	With	☐ ideation	☐ intent	☐ plan	☐ means

Current serious attempt or non-suicidal self-injury ☐ Yes ☐ No (if yes, describe below) Check: ☐ SI ☐ HI

If above checked yes, please describe:

Date of most recent attempt or non-suicidal self-injury:

Prior serious attempt non-suicidal self-injury ☐ Yes ☐ No (if yes, describe below) Check: ☐ SI ☐ HI

If above checked yes, please describe:

Substance Abuse/Comorbidity

Does the member have a current Substance Use Disorder? ☐ Yes ☐ No

Is the member currently intoxicated? ☐ Yes ☐ No
If yes, please list substance(s) used:

Is the member currently experiencing withdrawal symptoms? ☐ Yes ☐ No
If yes, please list substance(s) used:

Please check off all withdrawal symptoms the member is experiencing.

☐ Hand tremors	☐ Impaired attention/memory	☐ Psychomotor agitation
☐ Sweating/Weakness	☐ Nausea/Vomiting	☐ Anxiety/Irritability
☐ Nystagmus	☐ Fluctuating vital signs	☐ Changes in Mood/Personality
☐ Insomnia	☐ Vital signs:	

Has member been medically cleared? ☐ Yes ☐ No

(continued)

Additional Data to Support Request

Is a psychiatrist involved in the member's care? ☐ Yes ☐ No
If yes, when was the member last seen and what services are being rendered?

Is member currently receiving Outpatient services? ☐ Yes ☐ No

Any previous Inpatient, Residential/Rehab or IOP treatment? ☐ Yes ☐ No

Level of Care	Name or Provider/Facility	Dates	Successful
Inpatient			☐ Yes ☐ No
Residential			☐ Yes ☐ No
IOP			☐ Yes ☐ No
PHP			☐ Yes ☐ No
Outpatient			☐ Yes ☐ No
Intensive Community-Based Treatment			☐ Yes ☐ No

If treatment was not successful, please explain:

Please explain why the member cannot be managed safely in a less intensive level of care.

Support Systems & Performance

Relationship/Supports (Identify issues/concerns? Is support available? Is support substance-free?)

What are the environmental/community stressors and/or supports that contribute to the member's clinical status?

Role performance school/work issues/concerns:

Describe the member/family engagement in treatment:

Current living situation: ☐ Homeless ☐ Independent ☐ Family ☐ Foster home ☐ Incarcerated ☐ Other:

Is the member at risk of legal intervention or out-of-home placement? ☐ Yes ☐ No (describe):

Current Medications (Psychotropic and Medical)

Medication	Dosage	Frequency	Compliant
			☐ Yes ☐ No
			☐ Yes ☐ No
			☐ Yes ☐ No
			☐ Yes ☐ No
			☐ Yes ☐ No

Are there any medication contraindications? If yes, please describe:

Discharge plan upon admission:

Attachments

☐ **Current Treatment Plan** ☐ **Biopsychosocial Assessment** ☐ **Court Order** ☐ **Psychiatric Report**
☐ **Other:**

(continued)

Continued Stay Reviews

For continued stay, provide a narrative of the current symptoms/behaviors that have occurred within the past week that support the need for partial hospitalization or intensive outpatient services. Summarize the progress or lack of progress and justification for continued stay. If there is no documented progress, explain how this is being addressed.

Continued symptoms/behaviors:

Scale: 0 = none; 1 = mild; 2 = moderate; 3 = severe; N/A = not assessed

Check the impairment level for each category and provide a brief description.

Symptom	Scale	Description
Functioning	☐ 0 ☐ 1 ☐ 2 ☐ 3 ☐ N/A	
Complete assignments	☐ 0 ☐ 1 ☐ 2 ☐ 3 ☐ N/A	
Cravings/preoccupation with substances	☐ 0 ☐ 1 ☐ 2 ☐ 3 ☐ N/A	
Ability to follow instructions	☐ 0 ☐ 1 ☐ 2 ☐ 3 ☐ N/A	
Perform ADLs	☐ 0 ☐ 1 ☐ 2 ☐ 3 ☐ N/A	
Drug-seeking behaviors	☐ 0 ☐ 1 ☐ 2 ☐ 3 ☐ N/A	
Withdrawal symptoms	☐ 0 ☐ 1 ☐ 2 ☐ 3 ☐ N/A	

Types of services offered	Total number of sessions attended	Total number of sessions missed	Member cooperative with treatment?	Please provide an explanation of any 'no' responses
Individual Therapy			☐ Yes ☐ No	
Group Therapy			☐ Yes ☐ No	
Substance Use Counseling			☐ Yes ☐ No	
Family Therapy			☐ Yes ☐ No	
Psychiatric Interventions			☐ Yes ☐ No	

Current Medications (Psychotropic and Medical)

Medication	Dosage	Frequency	Compliant
			☐ Yes ☐ No
			☐ Yes ☐ No
			☐ Yes ☐ No
			☐ Yes ☐ No
			☐ Yes ☐ No

Are there any medication contraindications? If yes, please describe:

Detail any updates or changes to the discharge plan:

Attachments

☐ **Current Treatment Plan** ☐ **Biopsychosocial Assessment** ☐ **Court Order** ☐ **Psychiatric Report**
☐ **Other:**