MEMORANDUM

To: DWMHA Autism Benefit Providers
From: Nicole Dwyer, DWMHA ASD Benefit Specialist
CC: Dana Lasenby, DWMHA Director of Utilization Management
Subject: Providers with ASD Comprehensive Evaluation Capacity and without ABA Service Capacity
Date: 1/4/2016

DWMHA understands that the delivery of Autism Spectrum Disorder (ASD) Comprehensive Diagnosis Evaluations and the delivery of Applied Behavior Analysis (ABA) are different services and require different staffing skill-sets, and that providers may have more capacity or expertise in one area than in the other. For this reason, DWMHA has put in place a process for current ASD Benefit Providers to request approval to deliver Comprehensive Diagnosis Evaluations even though they do not have capacity to maintain the eligible evaluated consumer in their ABA service programs. In addition, DWMHA wants to ensure that all ASD Evaluations, including rule-outs, are captured and tracked in the ASD Benefit.

Approval decisions will be made based on capacity to serve and agreement to adhere to the following requirements:

1. The ASD Benefit Provider conducting the Comprehensive Diagnosis Evaluations is responsible for the case and must maintain the case until a warm transfer to another ASD Benefit Provider with ABA Capacity or alternate appropriate level of care occurs.

2. In the event that warm transfers to accepting ABA Provider are taking longer than 21 days or that more than 5 ABA eligible children are waiting for a warm transfer, the Comprehensive Diagnosis Evaluations provider must cease scheduling any additional Comprehensive Diagnosis Evaluations appointments until the queue is eliminated.

3. The ASD Benefit Provider conducting the Comprehensive Diagnosis Evaluations must maintain a minimum of one active caseload in their ABA Treatment program.

4. Any cases requesting ABA services, must continue to be referred through the DWMHA Access Center. If a case is for rule-out purposes only, and at the time of scheduling the appointment, there is no reason to expect that the family is interested in ABA Direct Services, the case can be directly scheduled through the provider agency and the provider agency is to request authorization for evaluation from DWMHA with note in authorization request that indicates ‘rule-out’.

5. All cases must be submitted monthly on the DWMHA ASD Benefit Log

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If your agency is interested in requesting approval to begin conducting Comprehensive Diagnosis Evaluations without the requirement to serve all evaluated eligible cases, please complete and submit the attached *DWMHA Comprehensive Diagnosis Evaluation Request Form* for review and approval determination.

Thank you,

/nd

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**Attachments:** *DWMHA Comprehensive Diagnosis Evaluation Request Form*