

# Denial Checklist

This case was administratively denied for the following reasons:

- 1. There is no Category A or Category B priority population diagnosis and the diagnostic waiver criteria is not met or there is no Public Behavioral Health System dx (child/adolescent/TAY).
- 2. The referral did not include the following:
  - a. It was not attached to service request
  - b. It was not signed by MH professional
  - c. It was not dated within 60 days of start date of request
  - d. A timely referral or documentation of clinical collaboration was not provided (concurrent)
  - e. An LM/LG signed without a supervisor's name and credentials provided
  - f. The referral source is not enrolled in Medicaid or is not working at licensed mental health program
- 3. The participant is not in active treatment with a MH provider and has not just been released from IP MH, crisis residential treatment, or mobile/ACT treatment.
- 4. The individualized rehabilitation plan was incomplete for the following reasons:
  - a. It was not attached to service request.
  - b. All goals are inactive/closed
  - c. There is no signature by the person who created the plan
  - d. There is no signature from participant or participant's guardian (under 16) OR no indication participant or guardian were involved with development and are in agreement with the plan
- 5. There was a problem with the DLA-20 (concurrent):
  - a. It was not completed on the portal (attachments are not acceptable)
  - b. It was not completed within 30 days of requested start date—A form previously submitted cannot be used again
- 6. Participant has an open authorization with another PRP provider. Participant or previous provider will need to request that that authorization is closed before a new auth can be entered.
- 7. Exclusionary criteria were indicated. Specifically, provider indicated:
  - a. the participant's level of cognitive impairment, current mental status, or developmental level cannot be reasonably addressed in PRP
  - b. the participant meets eligibility for full funding for Developmental Disability Administrative services
  - c. the participant is actively receiving services funded by the autism waiver or is in active Applied Behavior Analysis treatment
  - d. the participant's dysfunction is related mainly to an organic process or syndrome, intellectual disability, neurodevelopmental disorder or neurocognitive disorder
  - e. the participant meets criteria for a higher level of care and cannot be safely or effectively serviced through PRP services
- 8. Remuneration is being received. The specific issue is the following:
  - a. The rehab specialist cannot be referral source --if provider working in both rehab and OP should not be making referrals to PRP program
  - b. The referral source is in some way paid by the PRP program or receives other benefit from PRP program
- 9. Other:
