



FROM



**SUBMIT TO:**

**Utilization Management Department**  
1100 Circle 75 Parkway, Suite 1100  
Atlanta, GA 30339  
PHONE 1.877.687.1180  
Inpatient Fax 844.561.7857  
Outpatient Fax 844.256.1291

# OUTPATIENT TREATMENT REQUEST FORM

Please print clearly – incomplete or illegible forms will delay processing.

Date \_\_\_\_\_

## MEMBER INFORMATION

First Name \_\_\_\_\_

Last Name \_\_\_\_\_

DOB \_\_\_\_\_

Member ID # \_\_\_\_\_

## PROVIDER INFORMATION

Provider Name (print) \_\_\_\_\_

Provider/Agency Tax ID # \_\_\_\_\_

Provider/Agency NPI Sub Provider # \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

## CURRENT ICD DIAGNOSIS

Primary (Required) \_\_\_\_\_

Secondary \_\_\_\_\_

Tertiary \_\_\_\_\_

Additional \_\_\_\_\_

Additional \_\_\_\_\_

Has contact occurred with PCP?  Yes  No

Date first seen by provider/agency \_\_\_\_\_

Date last seen by provider/agency \_\_\_\_\_

SPMI/SED  Yes  No

## FUNCTIONAL OUTCOMES (TO BE COMPLETED BY PROVIDER DURING A FACE-TO-FACE INTERVIEW WITH MEMBER OR GUARDIAN. QUESTIONS ARE IN REFERENCE TO THE PATIENT.)

- 1. In the last 30 days, have you had problems with sleeping or feeling sad?  Yes (5)  No (0)
- 2. In the last 30 days, have you had problems with fears and anxiety?  Yes (5)  No (0)
- 3. Do you currently take mental health medicines as prescribed by your doctor?  Yes (0)  No (5)
- 4. In the last 30 days, has alcohol or drug use caused problems for you?  Yes (5)  No (0)
- 5. In the last 30 days, have you gotten in trouble with the law?  Yes (5)  No (0)
- 6. In the last 30 days, have you actively participated in enjoyable activities with family or friends (e.g. recreation, hobbies, leisure)?  Yes (0)  No (5)
- 7. In the last 30 days, have you had trouble getting along with other people including family and people outside the home?  Yes (5)  No (0)
- 8. Do you feel optimistic about the future?  Yes (0)  No (5)
- Children Only:**
- 9. In the last 30 days, has your child had trouble following rules at home or school?  Yes (5)  No (0)
- 10. In the last 30 days, has your child been placed in state custody (DCBS or DJJ)?  Yes (5)  No (0)
- Adults Only:**
- 11. Are you currently employed or attending school?  Yes (0)  No (5)
- 12. In the last 30 days, have you been at risk of losing your living situation?  Yes (5)  No (0)

Therapeutic Approach/Evidence Based Treatment Used \_\_\_\_\_

## LEVEL OF IMPROVEMENT TO DATE

Minor  Moderate  Major  No progress to date  Maintenance treatment of chronic condition

### Barriers to Discharge

\_\_\_\_\_

### Treatment Plan Changes

\_\_\_\_\_

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Member Name \_\_\_\_\_

**SYMPTOMS (IF PRESENT, CHECK DEGREE TO WHICH IT IMPACTS DAILY FUNCTIONING.)**

	N/A	Mild	Moderate	Severe		N/A	Mild	Moderate	Severe
Anxiety/Panic Attacks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Hyperactivity/Inattn.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Decreased Energy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Irritability/Mood Instability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Delusions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Impulsivity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Depressed Mood	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Hopelessness	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Hallucinations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Other Psychotic Symptoms	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Angry Outbursts	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Other (include severity): _____				
					Risk of OOH Placement	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**FUNCTIONAL IMPAIRMENT RELATED SYMPTOMS (IF PRESENT, CHECK DEGREE TO WHICH IT IMPACTS DAILY FUNCTIONING.)**

	N/A	Mild	Moderate	Severe		N/A	Mild	Moderate	Severe
ADLs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Physical Health	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Relationships	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Work/School	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Substance Use	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Drug(s) of Choice _____				
Last Date of substance use: _____					Attending AA/NA	<input type="checkbox"/> Yes	<input type="checkbox"/> No		

**RISK ASSESSMENT**

Suicidal	<input type="checkbox"/> None	<input type="checkbox"/> Ideation	<input type="checkbox"/> Planned	<input type="checkbox"/> Imminent Intent	<input type="checkbox"/> History of self-harming behavior
Homicidal	<input type="checkbox"/> None	<input type="checkbox"/> Ideation	<input type="checkbox"/> Planned	<input type="checkbox"/> Imminent Intent	<input type="checkbox"/> History of harm to others
Safety Plan in place? (If plan or intent indicated):	<input type="checkbox"/> Yes		<input type="checkbox"/> No		
Medical Psychiatric Evaluation completed?	<input type="checkbox"/> Yes		<input type="checkbox"/> No		
If prescribed medication, is member compliant?	<input type="checkbox"/> Yes		<input type="checkbox"/> No		

**CURRENT MEASUREABLE TREATMENT GOALS**

Optional: Please provide a narrative or any additional documentation you feel will support this request.

**REQUESTED AUTHORIZATION (PLEASE CHECK OFF APPROPRIATE BOX TO INDICATE MODIFIER, IF APPLICABLE.)**

SERVICE	FREQUENCY	INTENSITY	REQUESTED START	ANTICIPATED COMPLETION
Behavioral Health Outpatient Services	How Often Seen	# Units Per Visit	Date for this Auth	Date of Service
<input type="checkbox"/> Individual Psychotherapy—Mental Health				
<input type="checkbox"/> Individual Psychotherapy — Substance Use Disorder				

Clinician Printed Name \_\_\_\_\_

Clinician Signature \_\_\_\_\_

Date \_\_\_\_\_