

DWI Review Summary and Exit Form

MH/DD/SAS DWI Monitoring Event 2008-09

PROVIDER NAME:	FACILITY CODE:	
ADDRESS:CITY/STATE/ZIP:		
COUNTY:	CONTACT NAME/TITLE:	
REVIEW TOOL 1		
SECTION I. Authorization/Credentials/Approval Status:	Met	Not Met
1. Provider facility code matches information provided by Office of DWI Services		
2. Authorization/Reauthorization fees were submitted based upon previous year.		
3. Assessment for Non-English Speaking clients (qualifications and notification)		
4. Staff Credentials/Qualifications		
SECTION II. Assessment/e508 System/DWI Certificate of Completion:	Met	Not Met
Availability of: Resources and access to the following:		
5. Availability of Resources: NC MM/DD/SAS Laws and/or Rules (APSM 30-1)		
6. Availability of Resources: Code of Conduct for Facility		
7. Availability of Resources: DSM-IV Manual of the Amer. Psychiatric Assoc.		
8. Availability of Resources: ASAM, PPC 2R Manual		
9. Availability of Resources: Confidentiality Rules, APSM 45-1		
10. Availability of Resources: Service Records Manual, APSM 45-2		
11. Availability of Resources: Client Rights Manual, APSM 95-2		
12. Availability of Resources: Policies and Procedures of the Facility		
13. Appropriateness of DSM-IV Diagnosis for clinical assessment		
14. Timely Submission of Substance Abuse Assessment – Division Policy # 1207		
15. Managing the e508 System and Rejects/Holds - Division Policy # 0108		
16. Provider efforts to obtain necessary documents for Transferring Clients In/Out		
SECTION III. Documentation:	Met	Not Met
17. Provider Choice – Updated list of providers within catchment area		
18. Recommended Client Consent Form for Release of Info with list of specific agencies		
19. Miscellaneous:		
REVIEW TOOL 2		
SECTION I. Authorization/Credentials/Approval Status:	Met	Not Met
1. Provider facility code/ADETS Approval matches information provided by DWI Svcs.		
2. Providing services to non-English speaking clients		
3. Written Substance Abuse Policies and Procedures for Agency		
SECTION II. Staff Credentials/Approvals:	Met	Not Met
4. Code of Conduct for Facilities		
5. Staff Credentials/Qualifications		

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SECTION III. ADETS/Treatment Services:	Met	Not Met
6. Level of Treatment deemed appropriate (DSM-IV TR, Admin. Rules and ASAM)		
7. Valid Treatment Plan/Person Centered Plan		
8. Individualized Treatment Goals that reflects Person-Centered Thinking		
9. Required elements for valid service note		
SECTION IV. Service Records Documentation:	Met	Not Met
10. Service Record Documentation for ADETS		
11. Service Record Documentation for Treatment		
12. Discharge Planning and Referral		
13. Recommended Client Consent Form for Release of Info with list of specific agencies		
SECTION V. Privacy and Security Standards (HIPAA Regulations)	Met	Not Met
14. Written Agency Specific Policy Prohibiting Re-disclosure		
15. Written Agency Specific Policies and Procedures for Privacy & Security Standards		
16. Miscellaneous		
COMMENTS:		
<p>I have received a copy the DWI Review Summary and Exit Form for the 2008/2009 DWI Monitoring Event and am aware that additional documentation or training may be required.</p> <p>Print Name/Title: _____</p> <p>Signature: _____ Date: _____</p>		
Auditor:	Date:	

This form will be forwarded to the Office of DWI Services.