

Priority Populations Guide: Screening, Referral, and Admission Standards for Quality Care and Compliance

***Purpose:** To provide expectations in treating individuals with a priority status, ensuring timely access to treatment, quality care, and compliance with admission standards.*

Person Who is Pregnant and Using Substances

Screening & Referral	Admission Timeframe
Within 24 hrs.	Detox/Methadone/Residential within 24 business hrs. All other levels of care-within 48 business hrs.

Guiding Questions

- Are you currently pregnant? If yes, how many months? If an individual is unsure of their pregnancy status, the individual should remain a priority population until pregnancy can be confirmed with a test.
- Are you receiving Medication-Assisted Treatment? (Yes/No) → If yes, which medication, who is the prescriber, and when was the last use of the medication?

Documenting in REMI

- Pregnant consumers are identified as **URGENT** on the **LOC – Basic Information** page.
- In the **Disposition**, REMI does not provide a field to document the reason why an appointment falls outside the required **24- or 48-hour timeframe**. Therefore, use the disposition notes section to record all appointment dates that were offered or declined, as well as any interim services provided.
- Interim services may include prenatal care, education on substance use and fetal impact risks, education on needle sharing and infectious disease risks (TB, HIV, STI), Medication-Assisted Treatment education/referral, overdose prevention education and naloxone distribution, early intervention clinical services, peer services or crisis services.

Person Who is Injecting Substances

Screening & Referral	Admission Timeframe
Within 24 hrs.	Within 14 days

Guiding Questions

- Have you used substances by injection in the past 30 days? (Yes/No) If yes, how often?

Documenting in REMI

- In the **Disposition**, if an appointment is scheduled outside of the **14-day** requirement, REMI requires a reason why it could not be scheduled. Reasons may include consumer choice, incarceration, or lack of provider appointment availability. Documentation should record all appointments that were offered or declined, as well as any interim services provided.
- Interim Services may include education on needle sharing and infectious disease risks (TB, HIV, STI), Medication-Assisted Treatment education/referral, overdose prevention education and naloxone distribution, early intervention clinical services, peer services, or crisis services.

Person Who is a Parent at Risk of Losing a Child

Screening & Referral	Admission Timeframe
Within 24 hrs.	Within 14 days

Guiding Questions

- Do you provide care for any children under the age of 18?
- Are you involved with Child Protective Services, Foster Care, or at risk of losing custody of your child?
- Has a professional informed you that substance use may affect custody of your child?

Documenting in REMI

- In the **Disposition**, if an appointment is scheduled outside of the **14-day** requirement, REMI requires a reason why it could not be scheduled. Reasons may include consumer choice, incarceration, or lack of provider appointment availability. Documentation should record all appointments that were offered or declined, as well as any interim services provided.
- Interim services may include early intervention clinical services, coordination of care, case management, crisis services or peer services

Person Who is Referred by the Michigan Department of Corrections (MDOC)

Screening & Referral	Admission Timeframe
Within 24 hrs.	Within 14 days

Guiding Questions

- Are you currently supervised by MDOC or working with a parole/probation agent?
- Has MDOC or your agent referred you to treatment or provided paperwork?
- Are you required (court-ordered) to complete treatment?
- Have you received or completed substance use treatment while incarcerated?

Documenting in REMI

Request for Service/Level of Care Determination

- To be considered referred by MDOC, a **MDHHS 5515** and **CFJ 306-Substance Abuse Treatment Referral** must be received from the referring MDOC agent. Please do not check the priority status of “*Individual Under Supervision of MDOC and Referred by MDOC or Individual Being Released Directly from an MDOC Facility Without Supervision and Referred by MDOC.*” unless these forms have been received.
- If screened by MSHN, the MDOC referral is in the LOC determination within attachments. For all other screenings, the referral will come directly from the agent to your agency. These referrals should be uploaded under **SUD Treatment Episodes-Related Documentation**
- At **Disposition**, if an appointment is scheduled outside of the **14-day** requirement, REMI requires a reason why it could not be scheduled. Reasons may include consumer choice, incarceration, or lack of provider appointment availability. Documentation should note any appointments offered and declined, as well as any interim services provided.
- Interim Services may include Early intervention clinical services, Peer support services and/or Coordination of care such as informing the referring agent of the screening outcome, when consent is given, or working with the jail to coordinate release to treatment

Admission Form

- In the drop-down menu under **Referral Source** choose **Court/criminal justice referral/DUI/DWI** then in the following drop-down menu under **Detailed Criminal Justice Referral** choose **MDOC SUD Treatment Referral**

Remember, admission to treatment is based on medical necessity not a court-order or referral

Ongoing Services

- **Monthly:** If there is a signed MDHHS 5515 release for the agent, the MDOC Monthly Progress Report needs to be completed and sent via encrypted email to the agent by the 5th of every month. It should be documented in the consumer’s chart that the report was emailed, and the report, along with any accompanying paperwork needs to be placed in the consumer’s chart.
- **Treatment Planning:** It is highly recommended that you ask the consumer if they would like to add a treatment goal related to successfully completing parole/probation. Inform the consumer of the signed MDHHS 5515 release, remind them of the monthly report and sharing of information, and make any adjustments to the release, if needed.

For questions, contact: SUD Care Navigator, Christina Romero, at 517-299-0089 or christina.romero@midstatehealthnetwork.org