

The purpose of this communication is to outline the re-enrollment process for ASAM Level of Care (LOC) determination as required by the Michigan Department of Health and Human Services (MDHHS) for the 1115 Demonstration Wavier. The initial statewide enrollment process was conducted in 2017; ASAM enrollment determinations expire two years after the initial approval date.

Actions Required:

Complete the appropriate re-enrollment application (outpatient, residential, withdrawal management) **for each level at each licensed site and submit to MSHN by Friday, April 5th**. Multiple levels at one location require separate applications for each level. Do not submit to the State directly; MSHN will review for completeness and work with the provider, if needed, prior to submitting to the State.

- Friday, April 5th - Due to MSHN (TxReports@midstatehealthnetwork.org)
- No later than Friday, April 19th - MSHN sends to State

IMPORTANT: Expired re-applications will not receive a confirmed LOC and will need to follow the initial application process for a determination, which requires additional documentation and a lengthier review process by the State.

If you contract with more than one PIHP, please submit enrollment through your 'home' PIHP for those specific locations, according to your home PIHP directives. If you do not have a contract with your 'home' PIHP, you may submit re-enrollment applications to MSHN.

Initial enrollment and re-enrollment applications are available on the [MSHN 'Forms' webpage](#) along with guidance for completion. If you have questions, please contact [Jeanne Diver](#) or [Carolyn Watters](#).

Appeal Process, New Admission Holds, and Contract Termination:

In situations where the LOC cannot be confirmed and is denied by MDHHS, the provider may appeal the determination within seven (7) days of notification from MDHHS of the denial. You must work with MSHN to provide additional supporting documentation and justification for redetermination. There will only be one appeal process. If your agency is not able to have a LOC confirmed by MDHHS, no new admissions may be made to the program during the appeal process. If the appeal decision results in a denial, MSHN is required by MDHHS to terminate the contract. NOTE: Any beneficiaries that are currently receiving services would need to receive adequate notice and be transferred within 30 days. If the beneficiary chooses to remain at that facility, funds other than Medicaid must be used to cover those services.

If you recently completed the initial ASAM enrollment and are not due for the two-year re-enrollment, you must submit your re-enrollment within two weeks in advance of your 'expiration'. To determine your initial approval date, refer to list of [State Approved ASAM SUD Treatment Providers](#) on the MDHHS website (Excel Column U) or the approval letter. You should continue to submit re-enrollment applications directly to MSHN.

MSHN is working to establish a tracking mechanism in REMI to identify LOC enrollment expirations and re-enrollment due dates. Information will be communicated as that process is developed.