



NETWORK *Notification*

Notice Date: May 10, 2024
To: CareSource PASSE PRTF (Psychiatric Residential Treatment Facility) and Sub-Acute Providers
From: CareSource PASSE Service Determinations
Subject: General Requirements for Initial PRTF Authorization Requests

Summary

To determine medical necessity for initial admissions to a psychiatric residential level of care, a letter of recommendation from a behavioral health (BH) care treating provider should accompany the authorization request.

The letter of recommendation should include documentation of:

1. Treating professional's name, affiliated agency
2. Summary of services provided to include dates and number of sessions/visits.
3. Progress in treatment
4. Clinical recommendations to include how a residential treatment facility would be most suitable to address member's needs

Impact & Importance

It is the responsibility of the admitting/requesting provider to collaborate with guardians, Care Coordinators, and BH providers to gather necessary releases of information and submit with the prior authorization request.

If the admitting/requesting provider is unable to submit a letter of recommendation, the intake assessment must clearly document barriers to obtaining and/or why outpatient BH or community-based services would not be sufficient to meet the member's clinical needs.

Questions?

For authorization related questions please reach out to: ServiceDeterminations@CareSourcePASSE.com.

Additional Resources

- CareSource PASSE prior authorization information and resources can be found [here](#).
- CareSource PASSE Procedure Look-Up Tool to determine if a Prior Authorization is required can be found [here](#).

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