

York/Adams Drug and Alcohol Commission Treatment Policy and Procedure Manual	<i>Number: C-9</i> <i>Policy: Case Management Overview</i>
<i>Creation Date : 6/1/20</i> <i>Effective Date: 7/1/20</i>	<i>Page: 1 of 1</i>

I. Purpose:

To establish a policy defining how case management services must occur throughout an individual’s recovery process

II. Policy:

Case Management is a coordinated approach to the delivery of health, substance use, mental health, and social services, and linkage of individuals with appropriate services to address specific needs and achieve stated goals. (*SAMHSA’s Tip 27*)

Case management is driven by the following:

- Single point of contact
- Driven by individual need
- Culturally sensitive
- Must be flexible
- Is individual-driven
- Community-based
- Involves advocacy
- Requires particular knowledge, skills, and attitudes

Case management is a collaborative process which assesses, plans, implements, coordinates, monitors, and evaluates the options and services to meet an individual’s health needs, using communication and available resources to promote quality, cost-effective outcomes.

- A. Case Management must occur as a separate and distinct service from treatment that addresses all relevant aspects of an individual’s path to recovery. Case management includes coordination of Screening, Level of Care Assessment (LOCA), assessment of treatment related needs, coordination of services, continued stay reviews, and ongoing management of an individual’s needs throughout treatment and recovery
- B. All individuals who present for substance use disorder (SUD) services must be screened and, if appropriate, referred for a LOCA.
- C. The SCA and its contracted providers must offer ongoing case management services to all individuals with SUD and are encouraged to offer case management to families. All case management services must be tracked according to SCA requirements.
- D. A Recovery Plan must be completed at assessment and every 60 days thereafter. All initial and updated plans must be completed in PA WITS. The Recovery Plan is an assessment of non-treatment needs that must be addressed at the time of assessment and updated throughout an individual’s time in treatment. Providers must ensure individuals have a Recovery Plan that has been reviewed and updated while the individual is in treatment.

Approved By:

Audrey Gladfelter

YADAC Administrator

6/1/20

Date