



## *ASAM Placement Tool Instructions*

### **Instructions for Determining Residential Level of Care Treatment Eligibility**

When an individual presents at an outpatient provider agency, and it appears they may need residential level of care substance use disorder treatment, an American Society of Addiction Medicine (ASAM) placement tool is completed. This tool may also be completed by the residential level of care provider in certain circumstances (see below). The ASAM placement tool determines if the individual is appropriate for residential level of care services and what specific ASAM level of care of is most aligned with the individual's needs: ASAM 3.1 (Halfway House), ASAM 3.3 (Co-Occurring Residential), ASAM 3.5 (Residential/Intensive Residential), or ASAM 3.7 (Medically Supervised Withdrawal Management).

### **Completing the ASAM Placement Tool**

The ASAM Placement Tool may be completed with or without the ASI having been administered. However, residential level of care providers completing the ASAM must also utilize an ASI assessment completed by an LBHP. The ASAM can be completed by a bachelor's level staff (CADCs, CM2's and above). If a risk level over 2 or more is give in a particular ASAM dimension, additional questions will be required.

To determine if an individual meets the appropriate ASAM level for residential treatment, the outpatient provider goes to PICIS, clicks on the ASAM link, searches for the client's CDC, and inputs scores. ASAM placement can be attached to transaction types 21, 23, 27, 40, 41 or 42. The transaction date must not be more than 30 days old and only one ASAM can be added to a CDC.

Once the ASAM placement is completed in PICIS, the ASAM level of care score will be generated. If residential treatment is appropriate for the individual, the outpatient provider will be taken to the bed availability list and can find a bed at a residential treatment facility with the appropriate ASAM level. Once a release of information is obtained from the individual, the outpatient provider will make a referral to the residential treatment provider. The residential treatment provider can enter the Member ID in the PICIS reports ([Residential TX Reports > Residential Treatment Providers > ASAM Placements For Admissions](#)) and see the ASAM scores to ensure the client is appropriate for that level of care. For outpatient providers to view ASAM



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placements completed at their facility, they can view them under the ASAM tab in PICIS and can search for the record by entering the client's Member ID or name. They are also viewable under the Completed ASAM Placements report in PICIS Reports: [Residential TX Reports > Outpatient Providers > Completed ASAM Placements](#).

If an individual presents at the residential treatment facility, the provider will search for the member ID in the PICIS reports ([Residential TX Reports > Residential Treatment Providers > ASAM Placements For Admissions](#)) to see if an ASAM placement has been completed within the last 30 days. If no scores are found or the scores are more than 30 days old, the residential treatment provider will do a transaction type 21 and complete an ASI and ASAM. The ASAM scores will be entered into PICIS and if residential treatment is appropriate for the individual, a transaction type 23 will be done to admit the client.

### **Correcting A Recently Submitted ASAM**

If a correction is needed for a previously submitted ASAM, the provider is allowed one edit per record. To edit the ASAM, the record can be pulled up using the ASAM search in PICIS, then click the "edit" button. Once the edit is saved, the ASAM score will be re-calculated and displayed for the provider.

If the ASAM has already been edited once, a new ASAM will need to be completed. This is done by completing a new CDC and then the correct info is input into the ASAM. The type of new CDC to be submitted will depend on transaction order. If the client has not been fully admitted into services, a CDC 27 will be completed. If the client has been admitted, a CDC 41 will be needed. Completed ASAM criteria info will not be deleted.

### **ASAM Placement Tool and Prior Authorization**

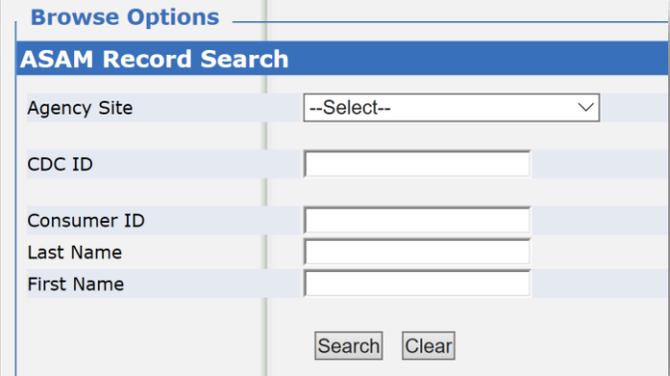
If the ASAM placement tool is completed and determines the individual is appropriate for residential level of care treatment, the placement tool will allow for a prior authorization for treatment of up to 30 days to be submitted starting at time of admission to the residential level of care facility. Residential level of care providers may request extensions of this initial prior authorization in 30 day increments by completing the ASAM placement tool again for each extension.

## Accessing the Placement Tool

- To enter ASAM scores in PICIS, an ASAM link has been added to the home page.



- After clicking on the ASAM link, enter information to search for the client.



The screenshot shows a "Browse Options" section with a sub-section titled "ASAM Record Search". The form contains the following fields and controls:

- Agency Site: A dropdown menu with "--Select--" and a downward arrow.
- CDC ID: A text input field.
- Consumer ID: A text input field.
- Last Name: A text input field.
- First Name: A text input field.
- Search: A button.
- Clear: A button.

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- Select Add ASAM

**Browse Options**

**ASAM Record Search**

Agency Site: --Select--

CDC ID:

Consumer ID:

Last Name:

First Name:

Status	CDC ID	Agency Site	Transdate	Time	LCType	ConsID	LName	FName	Last Update	
Editable	5915472	000000092A	7/14/2021	0954	21	111111111	Simpson Bart		7/14/2021	Add ASAM only
complete	5905472	000000092A	7/6/2021	1200	21	222222222	Simpson Lisa		7/6/2021	Add ASAM only



- Answer the questions for each of the six dimensions (each dimension is a separate tab at the top of the page). Depending on how questions are answered, more questions may appear.

Less than 2 weeks of sobriety AND/OR if there are signs of withdrawal, client does NOT have a history of overdose, delirium tremens, seizures, self-harm or other life-threatening complications with previous episodes of withdrawal AND symptoms do not present a danger to self oothers. (Risk:2)

Less than 2 weeks of sobriety AND 1) There are signs of withdrawal with a history of overdose, delirium tremens, seizures, self-harm or other life-threatening complications during previous episodes with withdrawal. OR 2) There are signs of withdrawal and the amount, volume, frequency, and/or combination of substances. (Risk:3)

Current intoxication and/or symptoms of withdrawal present an imminent danger to self or others.

**What Substance was used?**

Please Select

**Is the client aware of symptoms of withdrawal?**

Please Select

**Does the client have sufficient supports to assist in the ambulatory withdrawal management, if medically safe to consider?**

Please Select



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- Once you have entered all of the scores, hit save and a score will be generated letting you know what the appropriate level of care is for the individual.

<b>Is client engaged in work or school, does employment/work or school encourage/support treatment and recovery?</b> <input type="text" value="Please Select"/>
<b>How many close friends does the client have?</b> <input type="text" value="1"/>
<input type="button" value="&lt;-- Back"/> <input type="button" value="Save"/>
<b>Your record has been Saved Successfully !!!</b> Client Score is