

CLIENT PLACEMENT

In order to ensure placement in the proper level of care, the SCA and its contracted providers must use the PCPC for adults and the ASAM for adolescents.

6.01 CONTINUUM OF CARE

- The SCA shall enter into an agreement with at least one provider for each service activity in the full continuum of care. The development of this provider network shall occur either within or beyond the SCA's geographical area. The full continuum of care shall include the following services:
 - Outpatient to include intensive outpatient (adult and adolescent);
 - Partial hospitalization (adult);
 - Halfway house (adult);
 - Medically monitored detoxification (adult);
 - Medically monitored residential (adult, adolescent, and women with children);
 - Medically managed detoxification (adult); and
 - Medically managed residential (adult).

- The SCA shall contract with a licensed and approved methadone maintenance provider and refer adult clients for its service as indicated by the PCPC for Adults.

6.02 HALFWAY HOUSE SERVICES

Overview

A halfway house provides a home-like atmosphere within the local community, is accessible to public transportation, and provides opportunities for independent growth and responsible community living. Mutual self-help, assistance in economic and social adjustment, integration of activities of daily living and development of a sound recovery program are components of halfway houses.

Requirements

The SCA must:

- Only contract with BDAP approved halfway house providers.
- Ensure that a halfway house:
 - Is an independent physical structure containing no more than 25 beds;
 - Provides no other licensed treatment activity within the same physical structure; and
 - First obtains an inpatient non-hospital residential treatment license for the specific facility where the halfway house activity is provided.
- Ensure that all requests for the establishment and approval of halfway house activities be submitted in writing to BDAP. The SCA responsible for drug and alcohol services in the county in which the facility is located must submit the request. The request must be submitted at least 60 days in advance of the projected admissions.
- The request must include:
 - A cover letter from the SCA indicating that the SCA has conducted a review of the facility and material presented and that the facility meets the requirements contained in the Treatment Manual.
 - Facility Full Name, Facility Number, Address, Telephone Number, and Director;
 - Halfway House capacity including total beds, ratio breakdown of male/female, and focus, if servicing special populations;
 - Length of Program;
 - A copy of the DOH License for inpatient non-hospital residential treatment and effective date;

- A description of frequency and length of the following:
 - Individual Therapy
 - Group Therapy
 - Peer Groups
 - Community Meetings
 - Educational Groups;

- A description of the following Support Services and how services will be accessed by clients at the facility or in the community:
 - accessibility to public transportation within the community
 - transportation provided by the facility to employment and appointments
 - educational services
 - employment opportunities
 - job training
 - vocational services
 - healthcare
 - recreational activities
 - life skills
 - social services
 - mental health services (if an identified need of client);

- A copy of the floor plan and description of the physical structure to include the following:
 - Independent Physical Structure
 - Independent Food Preparation and Dining Area;

- A description of how the facility promotes self-sufficiency and independent living; and

- Job Descriptions and Proposed Staff Composition and Qualifications.

Address all applications for approval of Halfway House activities as follows:

Pennsylvania Department of Health
 Bureau of Drug and Alcohol Programs
 Division of Treatment
 2 Kline Plaza
 Harrisburg, PA 17104
 (717) 787-2712

Upon receipt of the request, staff from the Division of Treatment will review all submitted materials. The SCA Administrator will be contacted for additional information or clarification, if necessary. The Division of Treatment may conduct a site visit in order to determine if the facility meets all definitional, programmatic, and funding criteria.

BDAP will send a letter of notification, approving or denying the request to the SCA and Treatment Facility. In the event the request is denied, the SCA may submit a written appeal to the Director of the Bureau of Drug and Alcohol Programs within ten days of the denial.

The SCA may not establish a rate for new halfway house services or enter into a contract prior to receiving written approval by BDAP.

6.03 HOUSING SERVICES

The SCA may provide shelter and housing assistance to homeless or near homeless individuals who agree to participate in drug and alcohol treatment. Housing may occur either in a licensed Transitional Living Facility or through a non-licensed housing arrangement. The Contractor shall ensure that when providing the services outlined in this Paragraph, funds awarded under this Agreement are used only when housing assistance from other agencies is not available.

The SCA must in the administration of this service be responsible for the following:

- Coordination with other available sources of housing assistance prior to the utilization of funds for housing services described in this section; and
- Documentation of such coordination with other available sources of housing.