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MEMO

TO: BPA Provider Network

FROM: MICHAEL BARTLETT, ATR Project Coordinator

DATE: January 25, 2010

SUBJECT: ATR-III Administrative GPRA Discharge Policy

Definitions of Discharge for Access to Recovery-III:

1) The client successfully completed treatment or is terminated with either satisfactory or unsatisfactory progress and is no longer receiving any ATR-III funded services (graduated, APA, incarceration).

2) The client has not received any ATR-III funded services for 30 consecutive calendar days excluding federal holidays. This could include no-shows, drop outs, or incarcerations. ATR-III funded services include treatment and/or recovery support services.

* Please note that a Medicaid eligible client may receive services covered by Medicaid and also receive supplemental services not covered by Medicaid through ATR-III funding as designated by the dual plan benefit. Medicaid eligible clients may continue in SUD funded care based on clinical eligibility following discharge from ATR III funded services. A discharge from ATR III funding requires completion of a GPRA Discharge regardless of the client's eligibility to continue receiving services under another funding source. Discharge from ATR III funding equals a discharge GPRA.

An administrative GPRA discharge must be completed when a face to face discharge GPRA interview could not be completed by the 15th business day following the discharge date. This does not include federal holidays or weekends. This may apply to successful, as well as unsuccessful and against professional advice (APA) discharges.

Example:

- A client is discharged (as defined above) from ATR-III services on March 1 (see calendar below) and is no longer receiving ATR-III funded services.
- A provider would have 15 business days, not counting the date of discharge, to conduct a face to face GPRA discharge interview and submit GPRA data to BPA. In this example 15 business days from March 1st would be March 22nd.
- If the provider is unable to conduct a face to face GPRA discharge interview by this date (March 22), the provider would need to complete an administrative GPRA discharge (see GPRA Q by Q, page 5).

March 2011						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

To complete an administrative discharge:

- 1) Complete sections A (Record Management), J (Discharge Status), and K (Services Received) on the discharge GPRA form.
- 2) Follow the usual procedure and submit a discharge GPRA clinical event to BPA through Provider Connect.

Due to the program's ability to conduct administrative discharges when necessary, every provider should achieve 100% completion rate for discharge GPRAs for their clients.

Discharge definitions and administrative discharge procedures are SAMHSA ATR-III policy.

Any questions regarding this policy and procedure should be forwarded to BPA.

MICHAEL BARTLETT
ATR Project Coordinator