



RYAN WHITE PART A (RWPA) HIV/AIDS PROGRAM LAS VEGAS TRANSITIONAL GRANT AREA (TGA)

SUBSTANCE ABUSE OUTPATIENT CARE—SERVICE STANDARDS

Drafted by Part A Recipient Office	Approved by Part A Planning Council
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IMPORTANT: All Las Vegas Transitional Grant Area (TGA) service providers must adhere to the Las Vegas-TGA [Universal Service Standards](#). Please read the [Universal Service Standards](#) prior to reading the service standards below.

Service Description

Substance Abuse Outpatient Care is the provision of outpatient services for the treatment of drug or alcohol use disorders. Services include:

- Screening
- Assessment
- Diagnosis, and/or
- Treatment of substance use disorder, including:
 - Pretreatment/recovery readiness programs
 - Harm reduction
 - Behavioral health counseling associated with substance use disorder
 - Outpatient drug-free treatment and counseling
 - Medication assisted therapy
 - Neuro-psychiatric pharmaceuticals
 - Relapse prevention

Program Guidance

Acupuncture therapy may be allowable under this service category only when, as part of a substance use disorder treatment program funded under the RWHAP, it is included in a documented plan.

Syringe access services are allowable, to the extent that they comport with current appropriations law and applicable HHS guidance, including HRSA- or HAB-specific guidance.

Minimum Requirements

STANDARD	MEASURE
1. Staff Requirements	
A. Providers must ensure that staff or contracted staff are substance abuse treatment professional currently licensed to provide such services.	A. A copy of most recent license
<p>2.1. Assessment</p> <p>The substance abuse treatment provider must complete a face-to-face assessment within the first three substance abuse treatment visits. The assessment, must include, at minimum, a review of the following areas:</p> <ul style="list-style-type: none"> • Presenting problems • Medical history and medications • Mental health and psychiatric history • Substance use and treatment history • Family history • History of trauma • Psychological function • Leisure and recreational activities • Social support 	2.1. Documentation in consumer record of completed assessment form within specified timeframe
<p>2.2. Treatment Plan</p> <p>The substance abuse treatment provider must complete a treatment plan collaboratively with the consumer within the first three substance abuse treatment visits. The treatment plan must include:</p> <ul style="list-style-type: none"> • Clinical substance abuse diagnosis(es) • A description of the need(s) • Action steps/interventions to address the need(s) • The treatment modality • Timeframes to address the need(s), including recommended number of sessions • Dated signatures of the consumer and mental health treatment provider 	2.2. Documentation in consumer record of completed and signed
<p>2.3. Continuity of Care</p> <p>The substance abuse treatment provider must review the treatment plan on an as needed basis and have documented progress notes for all visits.</p>	2.3. Documentation in consumer treatment plan that needs are closed out when they are met/deferred and progress notes for all visits
<p>2.4. Reassessment</p> <p>The substance abuse treatment provider must complete a reassessment at least every six months.</p>	2.4. Documentation in consumer records of a reassessment at specified timeframes.
<p>2.5. Discharge Summary</p> <p>The substance abuse treatment provider must a discharge summary for all client discontinuing mental health</p>	2.5. Documentation in consumer records of discharge summary with

<p>services. The discharge summary must include:</p> <ul style="list-style-type: none"> • Summary of needs at admission • Summary of services provided • Goals completed during treatment • Reason for discharge • Consumer-centered discharge plan • Referrals provided • Dated signature of provider and provider supervisor 	relevant signatures
3. Program Data and Reporting	
<p>A. Substance Abuse Outpatient Care programs are required to collect the following data elements in the Las Vegas TGA CAREWare data system:</p> <ul style="list-style-type: none"> • Year of birth • Ethnicity • Hispanic subgroup • Race • Asian subgroup • NHPI Subgroup • Gender • Transgender subgroup • Sex at Birth • Health insurance 	A. Documentation in Las Vegas TGA CAREWare
4. Policies and Procedures	
A. None at this time.	A. N/A
5. Referral Policy	
<p>A. All service providers must work in partnership with the client, their internal care coordination team and external providers (both Ryan White HIV/AIDS Program-funded and non-Ryan White-funded sites) to ensure appropriate and timely service referrals are made.</p> <p>For more information, see Las Vegas TGA Referral Policy.</p>	<p>A. For internal Ryan White Part A referrals: documentation in CAREWare. For external referrals: documentation in client record that referral was completed.</p>