



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

***SUBSTANCE ABUSE OUTPATIENT CARE—SERVICE STANDARDS***

<b>Drafted by Part A Recipient Office</b>	<b>Approved by Part A Planning Council</b>
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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
<b>1. Staff Requirements</b>	
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><b>2.1. Assessment</b></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"> <li>• Presenting problems</li> <li>• Medical history and medications</li> <li>• Mental health and psychiatric history</li> <li>• Substance use and treatment history</li> <li>• Family history</li> <li>• History of trauma</li> <li>• Psychological function</li> <li>• Leisure and recreational activities</li> <li>• Social support</li> </ul>	2.1. Documentation in consumer record of completed assessment form within specified timeframe
<p><b>2.2. Treatment Plan</b></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"> <li>• Clinical substance abuse diagnosis(es)</li> <li>• A description of the need(s)</li> <li>• Action steps/interventions to address the need(s)</li> <li>• The treatment modality</li> <li>• Timeframes to address the need(s), including recommended number of sessions</li> <li>• Dated signatures of the consumer and mental health treatment provider</li> </ul>	2.2. Documentation in consumer record of completed and signed
<p><b>2.3. Continuity of Care</b></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><b>2.4. Reassessment</b></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><b>2.5. Discharge Summary</b></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"> <li>• Summary of needs at admission</li> <li>• Summary of services provided</li> <li>• Goals completed during treatment</li> <li>• Reason for discharge</li> <li>• Consumer-centered discharge plan</li> <li>• Referrals provided</li> <li>• Dated signature of provider and provider supervisor</li> </ul>	<p>relevant signatures</p>
<p><b>3. Program Data and Reporting</b></p>	
<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"> <li>• Year of birth</li> <li>• Ethnicity</li> <li>• Hispanic subgroup</li> <li>• Race</li> <li>• Asian subgroup</li> <li>• NHPI Subgroup</li> <li>• Gender</li> <li>• Transgender subgroup</li> <li>• Sex at Birth</li> <li>• Health insurance</li> </ul>	<p>A. Documentation in Las Vegas TGA CAREWare</p>
<p><b>4. Policies and Procedures</b></p>	
<p>A. None at this time.</p>	<p>A. N/A</p>
<p><b>5. Referral Policy</b></p>	
<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 <a href="#">Referral Policy</a>.</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>