

## FY 2017 DASA CONTRACTUAL POLICY MANUAL

The DASA Contractual Policy Manual for Fiscal Year 2017 is now available and is posted for review and distribution at

<http://www.dhs.state.il.us/page.aspx?item=29747>.

This manual contains DASA policies that are applicable to any organization with a contract to provide substance-related disorder intervention and treatment services.

For FY 2017, DASA has amended two policies. One policy relates to the assessment of a patient co-payment for DASA funded services and applies to any organization with a contract for the delivery of intervention or treatment services. The second change is relevant only to those organizations who receive funding for Recovery Home services and who utilize routine or random toxicology testing.

### Co-payment

Currently, a co-payment should be assessed for any intervention or treatment service that is reimbursed with non-Medicaid contract funds.

**Effective July 1, 2016, assessment of this co-payment will be optional.** If the organization elects to continue assessing a co-payment, a sliding fee scale and associated policy must still be approved annually by all owners or controlling parties of the organization. Collection of the co-payment is the responsibility of the provider. Inability to collect cannot be used as justification for discharge or denial of any supportive intervention or treatment service, including any requested documentation of such services.

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### Recovery Home/Toxicology

Effective July 1, 2016, any DASA funded Recovery Home that utilizes routine or random toxicology must have a written policy and procedure that, at a minimum, identifies the method to obtain informed consent from each resident. The informed consent should state the purpose of such testing, the frequency of routine testing, the causative factors for random testing and the consequences of test results that indicate the presence of alcohol and/or other drugs. The informed consent must be signed by the resident prior to acceptance into the Recovery Home and maintained in the client record.

Please ensure that organization staff are informed of these policy changes. As always, please contact DASA Help at [DHS.DASAHHELP@ILLINOIS.GOV](mailto:DHS.DASAHHELP@ILLINOIS.GOV) with questions.