

**COMMUNITY SUBSTANCE ABUSE SERVICES (CSAS)
 OUTPATIENT CLINIC RECERTIFICATION APPLICATION**

DHS 75.13 Outpatient Treatment Service

- This form accompanies DQA form F-00027, CSAS Standards Recertification Application - DHS 75.03 General Requirements.
- Applicants affirm compliance with each "YES" answer. A response of "NO" indicates likely non-compliant practices.
- **Attach additional narrative or plans for improvement for every "NO" answer.**
- To provide the opportunity to begin self-corrections for improved program quality and to mitigate non-compliance citations, applicants may attach explanatory narratives or plans for improvement for negative responses.

Name - Facility					Certification Number				
Address - Physical			City		State	Zip Code		County	
Mailing Address (if different from above)				City		State	Zip Code		
Telephone Number ()			E-mail Address <input type="checkbox"/> <i>Do not publish in Provider Directory.</i>						
Fax Number ()			Internet Address <input type="checkbox"/> <i>Do not publish in Provider Directory.</i>						
Name - Contact Person			Telephone Number ()		E-mail Address <input type="checkbox"/> <i>Do not publish in Provider Directory.</i>				

- YES NO **1. DHS 75.13 (1) Service Description**
 This outpatient service is equivalent to the service description in DHS 75.
- YES NO **2. DHS 75.13 (2) General Requirements**
 This service is operated at the location described in the 75.03 application.
- YES NO **3. DHS 75.13 (3) Required Personnel**
 This service has personnel arrangements sufficient to meet its functional responsibilities.
- YES NO 1. Service director
 YES NO 2. Physician, medical supervision
 YES NO 3. Substance abuse counselors
 YES NO 4. Mental health professional
 YES NO 5. Clinical supervisor
- YES NO **4. DHS 75.13 (4) Clinical Supervision**
 Clinical supervision is provided to clinical substance abuse counselors at a rate not less than 30 minutes for every 40 hours of counseling rendered.
- Clinical supervision is provided to other non-certified counselors at a rate not less than 60 minutes for every 40 hours of counseling rendered.
- Supervision and evaluation is provided in core functions.
- YES NO **5. DHS 75.13 (5) Service Operations**
 This service meets all required service operations (a – e).
- (a) Help with access to health services is a part of this service.
 (b) A patient's treatment plan is completed within two (2) visits after admission.
 (c) Psychological tests are ordered as needed.
 (d) Treatment plans are regularly reviewed as a part of ongoing assessment of the patient, and if dually diagnosed, with a mental health professional.
 (e) Medical director concurs by statement and signature with the diagnosis, level of care, assessment, and treatment plan.
- YES NO **6. DHS 75.13 (6) Admission**
 This service only admits to treatment those persons who are determined to be appropriate through the application of WI- UPC or other approved placement criteria.