

## PRTF Process for Medicaid and FFS

1. Local site steps (gather data and documentation needed for PRTF approval)
  - a. PRTF Assessment - The clinician will do the PRTF assessment to DETERMINE if the child QUALIFIES for this level of care. The cafas score is required to be 140 or above. If behaviors have recently escalated a new CAFAS will need to be completed to reflect current status.
  - b. Gather supporting documentation.
    - i. Psychological.( within 2 years)
    - ii. Current diagnosis, services and behaviors are listed.on the Assessment.
    - iii. Full scale IQ.
    - iv. Psychosocial ( within 60 days) with updates as needed
    - v. Psychosexual if applicable, can sometimes be used instead of a psychological.
    - vi. 30 Day behavior Summary( specific dates of behavior) dated and signed
    - vii. Copy of the last Dr's note with signature.( if DR's note is not legible a translation will be included)
    - viii. PRTF checklist will be completed with the dates of each document.
    - ix. Collect any other supporting documentation
      1. Any letters from school, judges, parents that suggest a need for residential treatment.
      2. Any letters or drawings by the consumer that depict violence or dangerous situations.
      3. Written summary of:
        - a. Hospitalizations or CSU admissions (especially admissions within the last 30 days)
        - b. Substance use within the last 30 days.
        - c. Family history of MH/SA (especially family hx of suicide)
        - d. Physical, sexual, emotional abuse, abandonment or grief issues.
        - e. Medications
        - f. High Risk issues (suicide, homicide, aggression, psychosis)
        - g. High risk behaviors such (high risk sexual acting out, running away, non-compliance with, medications, wandering the streets at night).

2. C&A Residential Coordinator steps:
  - a. Review application and supportive documentation.
  - b. Forward to APS for review.
  - c. Schedule and participate in telephone review with APS
  - d. Locate placement
  - e. Secure placement and coordinate admission
  - f. Begin discharge planning
  - g. Monitor child throughout placement.

APS---Phone # 404-523-7093  
Fax #1-800-728-6524

APS Healthcare Knowledge Base- [aspero.com](http://aspero.com)  
Contains info & printable forms

- Only a core provider can access PRTF Funding for APS Medicaid or Fee For Service consumers (Green or White Tickets).
- Any Mental Health clinician can access PRTF funding for a consumer with CMO coverage such as Magellan, Amerigroup or Cenpatico (yellow, blue and pink tickets).

The PRTF packets to access funding for CMO consumers vary with each insurance company even though the criteria for admission is the same.

PRTF's in Ga.

Devereux, Inner Harbour, Hillside, Laurel Heights, Coastal Harbour and Macon Behavioral Health

Any other facilities that accept children for placement are not PRTF's and are not covered by APS Medicaid or CMO Medicaid.