

MEMO

DATE: 6/29/09

TO: ALL PROVIDERS

FROM: Ron Welch, Guy Cousins, Doug Patrick

RE: THE AC-OK STANDARD COOCCURRING SCREENING TOOL

As many of you know, the Department has decided to implement a standard co-occurring screening tool statewide, the AC-OK. A copy of the adult tool is attached and an adolescent version will be developed very soon. The AC-OK is a no cost, public domain tool that is brief and can be self administered by the client. It integrates mental health, substance abuse and trauma screenings. It is designed to provide a simple indicator of the presence of co-occurring conditions.

Start Date and Provider Requirements:

The start date for implementation of this tool is **OCTOBER 1, 2009**. All providers who have Maine Care contracts, contracts with the Offices of Adult Mental Health, Substance Abuse or Children's Behavioral Services are expected to administer this screening to all clients. *Exempt providers are those who are non- contracted providers, Hospitals (unless a specific program is a contracted one), Daily Living Support Programs, Day Treatment Programs and Club Houses.*

- **Children's Services providers should continue to use their current tools or screening processes until the Adolescent version of the AC-OK is sent to you.**
- The screening should be administered at intake and be available for Prior Authorization review with APS.
- It applies only to new clients seeking services as of October 1 and is not retroactive.

Waiver Requests:

Certain providers may request a waiver of this requirement if they meet **all of the following conditions:**

- You must have been using or be willing to administer the following alternative tools:
UNCOPE, CRAFFT, MENTAL HEALTH SCREENING FORM III
- You must be willing to administer both the mental health and substance abuse tool for all clients

- You can demonstrate that use of the AC-OK would create a burden relative to an electronic medical record protocol already developed

To apply for a waiver, please submit a request by e-mail to Claudia.bepko@maine.gov by September 1, 2009. Please respond to the three required conditions in the body of your request, indicating which medical record system you use and forwarding a copy of your screening protocol. (Please understand that it is not an option not to use either the AC-OK or the 2 alternative tools indicated.) The waiver request will be reviewed by representatives from the Offices of Adult Mental Health, Substance Abuse and Children's Behavioral Services and an e-mail response will be forwarded before October 1.

Tracking and Compliance:

As of January 1, 2010, APS will include a question in its Continued Stay Review documents. The question will ask: "*What tool or tools were used to screen for co-occurring disorders*"? A drop down menu will then ask the number of yes responses for the specific tool. For the AC-OK, this question will be asked for mental health, substance abuse, and trauma separately. This is for data purposes.

Compliance will be tracked by provider by APS. For those who do not proceed to the Continued Stay review, compliance will be tracked through chart reviews, contract reviews, Utilization reviews and any clinical discussion with APS.

Training:

During the month of August and September, several venues for training on the AC-OK will be available.

- Two call in sessions will be arranged and dates/times e-mailed to you
- A brief Power Point and a list of Frequently Asked Questions will be e-mailed to you
- Training will be provided at COSII Regional Meetings
- The Power Point and Frequently Asked Questions document will be available on the new COSII web site (maine.gov/dhhs/cosii)
- APS will answer questions at its Friday Service Specific Call –Ins
- APS will discuss the AC-OK at its fall Provider Forums