

# Signature Requirements for DHS 75 Outpatient Services

	<b>75.49</b> Outpatient substance use treatment service	<b>75.50</b> Outpatient integrated behavioral health treatment service	<b>75.51</b> Intensive outpatient treatment service	<b>75.52</b> Day treatment or partial hospitalization treatment service
<b>Intake and admission</b>  DHS 75.24(9)(a & b)	<b>Client/patient signature required on</b>  Consent for treatment (BEFORE admission): DHS 75.24(9)(a)(1) The general nature and purpose of the service: DHS 75.24(9)(a)(4)(a) Patient rights and the protection of privacy by confidentiality laws: DHS 75.24(9)(a)(4)(b) Service regulations governing patient conduct: DHS 75.24(9)(a)(4)(c) The hours during which services are available: DHS 75.24(9)(a)(4)(d) Procedures for follow-up after discharge: DHS 75.24(9)(a)(4)(e) Information about the cost of treatment: DHS 75.24(9)(a)(4)(f) Sources of collateral information: DHS 75.24(9)(a)(4)(g) Medication-assisted treatment for patients with opioid use disorders: DHS 75.24(9)(b)			
<b>Clinical assessment and level of care placement</b>  DHS 75.24(11)(k)	<b>For a qualified treatment trainee or a substance abuse counselor in-training, signature required by a clinical supervisor within 7 days</b>			
<b>Treatment plans and Treatment plan updates</b>  DHS 75.24(13)(d) DHS 75.24(13)(e)	<b>Primary counselor signature required</b>  <b>Client/patient and other behavioral health clinical staff identified on the treatment plan signature required</b>  <b>For a qualified treatment trainee or a substance abuse counselor in-training, signature required by a clinical supervisor within 14 days of developing the treatment plan or the next treatment plan review, whichever is earlier</b>			
<b>Clinical consultation</b>  DHS 75.24(14)(d)	<b>For unlicensed staff, signature required by clinical supervisor to document that this was completed with a clinical supervisor</b>			

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<b>Medication orders</b>  DHS 75.24(19)(e)	<b>Prescriber signature required</b>			
<b>Consent for prescribed medication</b>  DHS 75.24(19)(f)	<b>Client/patient or patient's legal representative signature required</b>			
<b>Additional requirements for discharge or transfer</b>  DHS 75.24(22) DHS 75.48(1)(o)	<b>No signatures required from client/patient, counselor, or clinical supervisor</b>		<b>No signatures required from client/patient, counselor, clinical supervisor, and/or MD</b>	
<b>Emergency services: Consent for services</b>  DHS 75.24(2)(b)	<b>Client/patient or the patient's legal guardian signature required</b>			

**Notes**

- Documentation that requires signatures by payer sources such as Medicaid are not highlighted here.
- Clinical supervision of substance use counselors, mental health professionals in-training, and qualified treatment trainees should be in accordance with signature requirements in Wis. Admin. Code chs. SPS 162, MPSW 4, 12, and 16, and Psy 2.