

**COMMUNITY SUBSTANCE ABUSE SERVICES (CSAS)
 TRANSITIONAL RESIDENTIAL TREATMENT SERVICE RECERTIFICATION APPLICATION
 Chapter DHS 75.14**

- This application is used to verify that the transitional residential treatment service complies with Chapter DHS 75.14, Wisconsin Administrative Code. By completing and submitting this form, the clinic indicates that it is in compliance with the program standards as required by state statutes.
- 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	
Telephone Number ()			E-mail Address <input type="checkbox"/> <i>May be published in Provider Directory.</i>						
Fax Number ()			Internet Address <input type="checkbox"/> <i>May be published in Provider Directory.</i>						
Name - Contact Person			Telephone Number ()		E-mail Address <input type="checkbox"/> <i>May be published in Provider Directory.</i>				
Name – Person Who Completed this Form			Telephone Number ()		E-mail Address <input type="checkbox"/> <i>May be published in Provider Directory.</i>				

I hereby attest that all statements made in this application and any attachments are correct to the best of my knowledge and that I will comply with all laws, rules, and regulations governing alcohol and other drug abuse intervention services.

SIGNATURE – Director		Date Signed		Full Name – Director (<i>Print or type.</i>)	

- YES NO **1. Chapter DHS 75.14(1) Service Description**
 This CSAS transitional residential treatment service is equivalent to the service description in ch. DHS 75.
- YES NO **2. Chapter DHS 75.14(2) General Requirements**
 This service complies with requirements in ch. DHS 75.03 that apply to emergency outpatient services.
- YES NO **3. Chapter DHS 75.14(3) Organizational Requirements**
 This service is approved under ch. DHS 124 as a hospital, licensed under ch. DHS 83 as a community-based residential facility, certified under ch. DHS 82, or licensed under ch. DHS 88 as an adult family home.

ATTENTION

Facilities certified under DHS Chapters 75.07, 75.09, and 75.11 may not need to be licensed under ch. DHS 83 because they do not meet key components of the rule. In order to be licensed under ch. DHS 83, the facility must provide care, treatment, or services above the level of room and board **and** persons must intend to remain in the CBRF permanently or continuously for more than 28 consecutive days. However, these facilities do need an appropriate physical environment with safety and structural protections. Therefore, these facilities must meet subchapters VIII, IX, X, or XI of ch. DHS 83. Facilities certified under ch. DHS 75.14 must be licensed as a CBRF because the length of stay exceeds 28 days.

For more information regarding these requirements, contact your individual surveyor.

YES NO

4. Chapter DHS 75.14(4) Required Personnel

This transitional residential treatment service has personnel arrangements sufficient to meet its functional responsibilities.

YES NO

a. This service has all of the following personnel:

1. A director who is responsible for the overall operation of this service, including the therapeutic design and delivery of services.
2. At least one full-time substance abuse counselor for every 15 patients.
3. A physician available to provide medical supervision and clinical consultation as described in ch. DHS 75.14(4)(a)3.
4. A mental health professional that is available to provide joint and concurrent services for the treatment of dually diagnosed patients.
5. At least one clinical supervisor on staff to provide ongoing clinical supervision as described in ch. DHS 75.14(4)(a)5.

YES NO

b. A clinical supervisor who meets the requirements of a substance abuse counselor may provide direct counseling services in addition to his or her supervisory responsibilities.

5. Chapter DHS 75.14(5) Clinical Supervision

YES NO

a. This transitional residential treatment service provides for ongoing clinical supervision of counseling staff.

A clinical supervisor at this service provides supervision as required in Section RL 162.01 and as described in ch. DHS 75.14(5)(a).

YES NO

b. A clinical supervisor at this service provides supervision to substance abuse counselors in the areas identified in s. RL 162.01(5) and as described in ch. DHS 75.14(5)(b).

6. Chapter DHS 75.14(6) Service Operations

YES NO

a. Medical screening at this service complies with the requirements as stated in ch. DHS 75.14(6)(a)(1) and(2).

YES NO

b. This service arranges for services for a patient with medical needs unless otherwise arranged for by the patient.

YES NO

c. This service completes intake within 24 hours of a person's admission to this service except that the initial assessment and initial treatment plan are completed within four (4) working days of admission.

YES NO

d. This service operates 24 hours per day, 7 days per week.

YES NO

e. This service has written policies and procedural manuals for all of the required areas as described in ch. DHS 75.14(e)(1)-(6).

YES NO

f. This service provides documentation as required by ch. DHS 75.14(f)(1) and (2).

YES NO

g. This service has a written agreement with a hospital or clinic for the hospital or clinic to provide emergency medical care to patients.

YES NO

h. This service has arrangements for emergency transportation, when needed, of patients to emergency medical care services.

YES NO

i. This service's treatment staff prepare a written treatment plan for each patient as described in ch. DHS 75.14(6)(i).

YES NO

j. This service provides support services that promote self-care by the patient as described in ch. DHS 75.14(6)(j).

YES NO

k. This service makes job readiness counseling, problem resolution counseling, and prevocational and vocational training activities available to patients.

YES NO

l. This service has planned recreational services for patients, which include all of the criteria as listed in ch. DHS 75.14(6)(a) and (2).

YES NO

7. Chapter DHS 75.14(7) Admission

a. Admission to this transitional residential treatment service only occurs if one of the criteria listed in ch. DHS 75.14(7) is met.

To provide self-corrections for improved program quality and to mitigate non-compliance citations, applicants may provide explanatory narratives or plans for improvement below or via attachments.