

AMH Procedures for Evidence Based Practice (EBP) Review  
**External Application Review – October 2008**

All practices submitted to AMH for review will be subject to the following:

1. An EBP staff person will pre-review the application for completeness and necessary research.
2. If the application **does not** have the necessary research included, an EBP staff person will provide technical assistance or consultation.
3. If the application has the necessary research, the practice will be posted on the AMH Web site as being under review, and will continue through the following process.
4. Two internal staff persons will review.
5. If both staff persons approve the practice, the practice is approved.
6. If both staff persons do not approve the practice, then practice is non-approved.
7. If one internal reviewer approves the practice and the other internal reviewer **does not** approve the practice, then the practice will be sent to external consultant for review.
8. Committee or EBP staff will determine if practice is approved or non-approved from internal and external reviewer results.
9. Upon approval, the EBP will be added to list of practices reviewed and posted to the AMH Web site.
10. Any appeals will be directed to the AMH Assistant Director.