

Procedure Title:	Co-Management		
Procedure Number:		Version: 1.0	Effective Date: 09/01/10

Approved By: *Ken Paey*
 (Authorized Signer Name)

1/21/11
 Date Approved

- Policy
- Forms, etc.
- Contact
- History

The scope of the following procedure begins when an individual at the State Hospital is identified as Ready to Place and ends when the same individual is discharged from a state hospital setting. The scope of this procedure does not include individuals served in the Older Adults Program or under the jurisdiction of the Psychiatric Security Review Board.

Procedure

Step	Responsible Party	Action
1.	Adult Mental Health Planning and Policy (AMHP&P) Unit Older Adult Coordinator	Provide list of individuals in the Older Adults Program on the Ready to Place list residing at the Oregon State Hospital (to be used in step 2 to exclude these individuals from the report) to the PAE Research Analyst 2 by the 10 th of each month.
2.	Program Analysis and Evaluation (PAE) Unit Research Analyst 2	<ul style="list-style-type: none"> • Access the Ready to Place (RTP) Data from Oregon Patient Resident Care System (OPRCS) by the 3rd Monday of each month. • Identify only the individuals who are under civil commitment (individuals who are SPD eligible from the Older Adults Program and individuals under the jurisdiction of the Psychiatric Security Review Board (PSRB) are excluded). • Prepare and send the RTP data set to PAE Research Analyst 3.

3.	Program Analysis and Evaluation (PAE) Unit Research Analyst 3	<ul style="list-style-type: none"> • Utilize the RTP data set for a comparison analysis to the Average Daily Population (ADP) data for the same time period. • Provide a report identifying the amount of reduction for each responsible county based on the schedule of reductions for Co-Management outlined in the County Financial Award Agreement Amendment (FAAA), Service Element 20 (SE20) and the cost of care at the State Hospital. • Forward the report to the Operations & Policy (O&P) Unit.
4.	Operations & Policy (O&P) Unit Policy Analyst	Using the report in Step 3, begin the Contract Amendment Request (CAR) process for the amount of reduction in SE20. (Refer to the CAR Procedure.)

Policy that applies:

AMH Co-Management

Procedure(s) that applies:

AMH Contract Amendment Request (CAR)

Form(s) that apply:

Contact(s):

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Procedure History:

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Keywords:

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Contract Amendment Request

Ready to Place