

Families Affected by Substance Abuse (FASA) Network Protocol

October 6, 2011

Purpose: The purpose of the FASA network is to establish a more consistent substance abuse assessment process for cases involving child abuse and neglect. The completion of a high quality substance abuse assessment, with a child welfare component, is essential to appropriate intervention and treatment. The combination of having a uniform screening tool (UNCOPE) and a common assessment process will, hopefully, lead to better outcomes for families. At the same time, the creation of the FASA Network intends to define a uniquely collaborative relationship between DHHS and substance abuse providers.

Protocol: Agencies who have signed an MOU with the Office of Child and Family Services (OCFS) and the Office of Substance Abuse (OSA) must:

- Have only clinical staff that has participated in the FASA assessment training completing FASA assessments for their agency.
- Report to Christine Theriault at OSA, all staff within the agency that has been trained to do FASA assessments and also report if trained staff leaves the agency in order to keep the FASA database up to date for referral purposes.
- Reimbursements for DHHS child welfare assessments will be billed at the Mainecare rate. For Mainecare clients, the two (2) hours of allowable evaluation cost will be billed directly to Mainecare with the remaining cost billed to OCFS. If a client is not Mainecare eligible and does not have third party reimbursement, the entire six (6) hours will be billed to OCFS.
- A client referred by DHHS will be offered an appointment for services within five (5) business days, if DHHS provides all the necessary authorizations and client information, including a social summary.
- All providers must submit a completed FASA assessment (de-identified) to Christine Theriault at OSA to be reviewed by the training team (more details on this below.)
- Submit a substance abuse assessment to DHHS that:
 - 1) uses the American Society of Addiction Medicine (ASAM) guidelines as specified in the FASA training;
 - 2) is in compliance with Mainecare regulations and;
 - 3) is completed within four (4) weeks of the initial appointment or by a mutually agreed upon date.
 - 4) includes all of the elements of a thorough substance abuse assessment as well as a thorough assessment of the implications related to the person's relationship with substances as it impacts their ability to care for, nurture, and protect children.

Upon receiving the completed Referral Form and the other required documents, the provider should:

- Schedule the first appointment with the client within 5 business days.
- Complete the SA/CW Assessment Report within 30 days with flexibility for negotiation (as a result of missed appointments, obtaining collateral information, etc.), in collaboration with the client's caseworker.
- Upon completion of the assessment, report writing, and FASA review process (if this is your first assessment), provide the caseworker with a packet containing the following:
 - Copy of the Signed Release
 - Invoice for services provided (excluding the portion to be billed to Mainecare.) Mainecare should not be billed for the entire assessment.
 - The completed SA/CW Assessment Report

Quality/Fidelity:

It is very important to differentiate that the FASA assessments are not typical "Substance Abuse Assessments" and are considered specialized assessments to meet the needs of cases where child abuse and/or neglect is present. There are specific components to the FASA assessment as it relates to parental substance abuse that must be identified in this assessment. As indicated above, **the assessment must include all of the elements of a thorough substance abuse assessment as well as a thorough assessment of the implications related to the person's relationship with substances as it impacts their ability to care for, nurture, and protect children.**

- Every FASA network provider must submit at least one report to the FASA review team prior to submitting a report to the assigned caseworker. This report should be de-identified and emailed to Christine Theriault at OSA (Christine.Theriault@maine.gov). If you have never submitted a report for review, this needs to happen with the next assessment you complete. We will work diligently to get feedback to you in a timely manner.
- FASA network providers are not permitted to train other staff within the treatment agency on how to complete the FASA assessments until permission is given from OSA and at least one report has been reviewed by the FASA review team.
- In an effort to maintain an up to date/accurate FASA network provider database, after given permission to train new agency staff on completion of the FASA assessments, names of those trained must be provided to OSA
- Should the standards for the FASA assessment report not be met, then revisions and further assessment may be required with no added expense to the Office of Child and Family Services.

FASA NETWORK OF PROVIDERS
Updated 12/2011

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