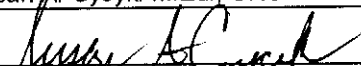




Division of Child Mental Health Services
Department of Services for Children Youth and Their Families
State of Delaware

ADM 008		Utilization Management Policy	
Authored by:	Utilization Management Committee		
Approved by:	Susan A. Cycyk, M.Ed., CRC	Title:	Division Director
Signature:		Date:	10/3/97, REV: 5/28/03, 7/24/03, 9/24/03, 10/12/05, 1/10/07, 1/30/08
		Page: 1 of 1	

PURPOSE

The goal of Utilization Management is to conduct systematic and regular reviews of appropriateness and efficiency (cost and outcome).

POLICY STATEMENT

The U.M. Committee:

- develops an annual Utilization Management Plan;
- reviews proposed or revised performance measures related to appropriateness and efficiency;
- reviews aggregate system measures related to appropriateness and efficiency prepared by the appropriate Divisional staff;
- initiates appropriate continuous improvements related to appropriateness and efficiency;
- refers major performance improvement related to appropriateness and efficiency comments to the Performance Improvement committee; and
- reports to Division Leadership regarding system performance. Performance is also reviewed by other parties.
- Medical necessity, appropriateness, and efficiency of use of resources on an individual case basis are addressed in policy CS004. For purposes of Medicaid compliance, Clinical Services Management (CSM) is the designee of the UM Committee.
- Monthly reports of utilization and fiscal performance are reported and reviewed by the committee members.
- Unit Directors monitor unit productivity.

COMMITTEE MEMBERS

The Division Director will appoint the Chairperson and committee members. Representation will include the Chairs of Quality Management, Information Management, and Performance Improvement. Representation will be included from the Intake and Assessment Unit, the Clinical Services Management Unit, the Provider Services Administration Unit, and Quality Assurance/Quality Improvement and a psychiatrist. Stakeholders in topic areas may be invited to participate.