

**Western Highlands Network
Services Management Department
Child Utilization Review – Frequently Asked Questions**

The Utilization Review form is required for the following services:

- 1) Intensive In-Home
- 2) Multisystemic Therapy
- 3) Day Treatment

- 1) Can I use the same UR form for several services?
No, each service must have a UR.
- 2) For how long is a UR valid?
Initial URs are valid for 30 days.
All reauthorizations need a UR:
Day Tx – every 30 days
MST, In-Home – every 60 days
- 3) What should be included in Treatment and Out-of home Placement History?
This should include med management, therapy, CBS, residential placement, hospitalizations.
- 4) Are all the evals on the Initial UR required?
No, answer "NA" on the form when an eval has not been done. However, Specialists may request that specific evals be done.
- 5) Does every service need a step-down/discharge plan?
Yes. For example, the frequency and/or duration of a service can be decreased, or the client can be transitioned to a less intensive service.
- 6) Do all the questions on the reauthorization UR form refer only to the current UR period?
Yes. The initial UR gives background and history, and does not need reiteration.
- 7) What are natural supports?
These are anything that WHN does not authorize.
- 8) Does progress towards goals need to be addressed specifically for each goal?
Yes. Reauthorizations require measuring progress for each specific goal.
- 9) Do all sections of the form need to be completed?
Yes. Incomplete/unsigned forms will result in a pended SAR.