



Clinical Care Guide

**City of Philadelphia
Behavioral Health System**

Serving Philadelphia's uninsured, underinsured
and Medicaid-eligible residents

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Introduction

The primary purpose of this Care Guide is to assist the staff of CBH in developing appropriate clinical information for decision-making. The Guide also informs providers of expected data to support admission, continued stay and discharge. The Guide sets the standard of documentation for internal record keeping in CBH. Sources of information for the Guide include the Medical Necessity Criteria contained in Appendix T of the original Health Choices Request for Proposals, the Diagnostic and Statistical Manual of Mental Disorders, 4th Edition, the Principles of Addiction Medicine, and the philosophy and policies articulated by of the administration of Community Behavioral Health and the Behavioral Health System.

The Guide is designed to facilitate access to care by the members of CBH, not as a means to limit or obstruct access. To determine the best avenue of care for a member, extensive information about the status of a member must be developed and recorded. This information then guides the selection of the best available treatment for the member. These guidelines are to assist the service managers in developing information that will help them authorize appropriate care for members. Being guidelines, they are to be used in a flexible and adaptive manner. They are not hard and fast rules. Certain clinical situations will require special consideration in determining the best treatment. These guidelines should only be used to help the member access the treatment situation that best addresses the member's needs. They are not designed as a means to deny authorization for services.

The clinical care of the patient and decisions about that care are the responsibilities of the attending physician and the facility where the patient is receiving treatment. These guidelines are designed to assist service managers in understanding the care that is described to them. These guidelines are not to be used to prescribe care to providers.

Appropriate management of the members of CBH requires a careful balance of compassion and understanding with the wise stewardship of resources. CBH has a duty to maintain the public trust by making appropriate, high quality care available to its members and by managing its financial resources wisely to ensure the future of the organization and its mission.