



Administrative Office of the Courts
 Juvenile Justice Services Division
 Contract Year 2019-2024
 Substance Use Disorder Inpatient Facility Service Specification
 (Unlocked or Locked)
 Service Code 220/224

SUBSTANCE USE DISORDER INPATIENT FACILITY Service Codes 220 & 224	
Category	Out-of-Home Care Services (Form F-3)
Setting	<ul style="list-style-type: none"> Residential
Targeted Population	<ul style="list-style-type: none"> Juveniles participating in this service shall have a diagnosis congruent with a DSM-5 Substance Use Disorder Low-, Moderate- or High-risk juvenile, as indicated on Service Authorization Form (SAF) and determined by probation department using the Arizona Youth Assessment System (AZYAS) or other Arizona standardized assessment for transferred juveniles
Facility License	<ul style="list-style-type: none"> The provider agency must be licensed by the Arizona Department of Health Services Division of Licensing (ADHS) as a Behavioral Health Inpatient Facility meeting the specific requirements of AAC R9-10 and must be nationally accredited by the appropriate agency or prequalified by the Administrative Office of the Courts.
Service Description	<ul style="list-style-type: none"> This service provides twenty-four (24) hour residential psychiatric and behavioral health services within a structured environment for the adolescent population with substance use disorders Treatment services must be assessed as necessary and appropriate to diagnose, treat or prevent regression of significant functional impairments resulting from symptoms of a mental health or substance use disorder diagnosis. Services are continuous and directed to juvenile experiencing substance use who have a limited or reduced ability to meet the his/her basic physical age-appropriate needs; history of crisis intervention or history of being a danger to self, a danger to others; to suffer severe and abnormal mental, emotional, or physical harm that impairs judgment, reason, behavior, or the capacity to recognize reality upon admission The Contractor shall ensure low risk juvenile are not combined with medium and high-risk juvenile in a group setting. Additionally, consideration must be given to juveniles in a “group” setting according to their development stage (early, middle, late adolescence) gender and/or cognitive ability. Appropriate placement in a group setting must be documented in the juvenile’s file along with efforts by the agency to involve the family in service planning, service delivery and discharge planning Services must also target identified trauma history and the juvenile’s criminogenic need(s)



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	<ul style="list-style-type: none"> • Treatment delivery must utilize evidence based or promising practice models that are designed for juveniles with substance use disorders • Treatment services should involve a family component when possible and should seek to strengthen family relationships by improving communication and improving family members’ ability to support the juvenile’s treatment progress • Programming and services shall be individualized and coordinated to assist the juvenile in transition to a lower level of care and/or reintegration back to the community • Services are delivered through individual, family, and group therapy, and may include multi-family group sessions. • Adjunct programming may include, but is not limited to, life skills development, communication skills, and therapeutic social and/or recreational activities. Therapeutic services and adjunct programming may occur in an individual, group and/or family counseling format • The program shall integrate Evidence-Based Practice (EBP) components to improve the juvenile’s long-term behavioral stability in the community, help the juvenile achieve and maintain a meaningful and sustained recovery as well as reduce the juvenile’s risk for recidivism
<p>Service Tasks</p>	<p>Contract requirements set forth in the AOC <u>Standard Terms & Conditions</u> are applicable. Additionally:</p> <ol style="list-style-type: none"> 1. Document the delinquency risk level in the juvenile’s file as reflected on the Service Authorization Form (SAF) and determined by the probation department using the Arizona Youth Assessment System (AZYAS) or other Arizona standardized assessment when applicable for transferred juveniles. Additionally, document how low-risk juveniles are not placed in groups with moderate- and high-risk juveniles and how the placement was determined. Consideration shall be given to placement of the juvenile according to self-identified gender and developmental stage (early, middle, late adolescence). 2. Criminogenic risks and needs of the juvenile must be identified at the initiation of treatment from the probation risk assessment summary, be addressed throughout the course of treatment, and recorded in the juvenile’s file. 3. Provide an intensive residential treatment setting appropriate to the needs of the youth, including 24-hour supervision. This includes assessment, treatment, reassessment, and discharge planning with all involved parties. 4. An initial treatment plan must be completed and documented within the juvenile’s file within 48 hours of the juvenile’s admission pursuant to ADHS R9-10-308.



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	<ol style="list-style-type: none"> 5. The full treatment plan must be completed within thirty (30) days of admission and address the juvenile's current level of functioning, including any history of trauma related to the juvenile and their family in accordance with AOC <u>Standard Terms & Conditions</u>, Paragraphs 48 & 49. 6. Provide for the juvenile's participation in educational services as required by the Arizona Department of Education (ADE) standards and participate in Individual Education Planning (IEP) as appropriate. 7. Transportation must be provided, as necessary, to and from medical and dental examinations, and court. 8. Additional service tasks for agencies licensed by the Arizona Department of Health Services Division of Licensing (ADHS) as a Behavioral Health Inpatient Facility meeting the specific requirements of AAC R9-10: a progress report is due to the court five (5) days prior to the Court hearing and must meet the requirements of ARS § 8-341.01 (C) which include: <ol style="list-style-type: none"> a. The nature of the treatment provided, including any medications and the juvenile's current diagnosis b. The juvenile's need for continued residential treatment services, including the estimated length of the services c. A projected discharge date d. The level of care required by the juvenile and the potential placement options that are available to the juvenile on discharge e. A statement from the medical director of the residential treatment services facility or the medical director's designee as to whether residential treatment services are necessary to meet the juvenile's mental health needs and whether the facility that is providing the residential treatment services to the juvenile is the least restrictive available alternative
Service Frequency	<ul style="list-style-type: none"> • 24 hours / 7 days per week for the duration of the juvenile's placement
Service Duration	<ul style="list-style-type: none"> • Service duration is individualized and based on need of the juvenile and as authorized by the Service Authorization Form (SAF). Generally, placement is designed for a period of not less than ninety (90) days; In accordance with ARS 8-341.01, the court requires a review hearing for placements in excess of sixty (60) days and requires written documentation identifying the reason(s) for continued service. An extension of the SAF may be required for additional lengths of stay. Documentation of need for continued services must be disseminated in a written progress report to the referring probation department at least seven (7) days prior to expiration of service authorization, in accordance with Paragraph



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	61 (b) of the AOC <u>Standard Terms & Conditions</u> . Extensions may be granted in sixty (60)-day allotments on separate SAFs.
Staffing	<ul style="list-style-type: none"> Contract requirements set forth in the AOC <u>Standard Terms & Conditions</u> are applicable. Refer to AOC <u>Standard Terms & Conditions</u> Paragraph 35-37.
Staff to Client Ratio	<ul style="list-style-type: none"> Staff Ratio 1:6
Hours of Operation	<ul style="list-style-type: none"> 24 hours / 7 days a week, awake overnight staff
Desired Service Outcomes	<ul style="list-style-type: none"> Juvenile will have exhibited progress on treatment goals as outlined in treatment plan Juvenile will have improved daily functioning and diminished substance use symptoms Community support systems will be identified, and a discharge plan completed to help maintain stability in the community Contractor will have coordinated with other community providers for on-going recommended treatment after discharge Juvenile will demonstrate a reduction in the criminogenic risks identified by the probation officer, as evidenced by the re-assessment of the AZYAS, or as observed progress on the service goals that were targeted to those factors Juvenile’s treatment record will demonstrate the stabilization of the substance use disorder to reduce the risk of recidivism and/or prevent placement of juvenile into a more restrictive level of care
Unit of Service	<ul style="list-style-type: none"> One unit equals any part of one residential day. After the first day, the juvenile must be in residence at 11:59 p.m. for each day reported for the residence to qualify for payment.



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The following documentation and information must be submitted with the service specification:

For Full Procurement identify facility name, address and ADHS license number from which services will be provided. If more than one facility, each facility must be identified separately in the table below.

Facility Name	Facility Address	ADHS License Number
1.		
2.		
3.		
4.		

Proposed Services & Rate:

<u>Substance Use Disorder Inpatient Facility</u>		
Males only: <input type="checkbox"/> Yes <input type="checkbox"/> No	Females only: <input type="checkbox"/> Yes <input type="checkbox"/> No	
<u>Education:</u> <i>(check one in each category)</i>	<i>On-site school</i>	<i>Off-site school</i>
Public School		<input type="checkbox"/>
Online School	<input type="checkbox"/>	
Private Residential School	<input type="checkbox"/>	<input type="checkbox"/>
Charter school		<input type="checkbox"/>



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Detailed daily schedule attached:	<input type="checkbox"/> Yes <input type="checkbox"/> No
Unlocked (sc 220) <input type="checkbox"/> Yes <input type="checkbox"/> No	Locked (sc 224) <input type="checkbox"/> Yes <input type="checkbox"/> No
AOC does not wish to pay more than the stated rate(s) below:	
Substance Use Disorder Inpatient Facility (sc 220 or 224)	\$ <u>345.00</u> / day / juvenile
Other Proposed Service Rate: Substance Use Disorder Inpatient Facility (sc 220 or 224)	\$ _____ / day / juvenile

Other Agreement:

All contracts and services must be in compliance with the AOC Standard Terms & Conditions, applicable service specifications & special contract conditions.

By signing below, I confirm that I have read and fully understand the requirements necessary to provide the Substance Use Disorder Inpatient Facility service and I agree to all requirements, restrictions, service tasks, and contract rate(s):

_____ **Contractor Signature / Date**



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AOC USE ONLY: DO NOT FILL IN BEYOND THIS LINE

Contracted Services & Rate:

Substance Use Disorder Inpatient Facility		
Males only: <input type="checkbox"/> Yes <input type="checkbox"/> No	Females only: <input type="checkbox"/> Yes <input type="checkbox"/> No	
Education: <i>(check one in each category)</i>	<i>On-site school</i>	<i>Off-site school</i>
Public School		<input type="checkbox"/>
Online School	<input type="checkbox"/>	
Private Residential School	<input type="checkbox"/>	<input type="checkbox"/>
Charter school		<input type="checkbox"/>
Detailed daily schedule attached:	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Unlocked (sc 220) <input type="checkbox"/> Yes <input type="checkbox"/> No	Locked (sc 224) <input type="checkbox"/> Yes <input type="checkbox"/> No	
Substance Use Disorder Inpatient Facility (sc 220 or 224)	\$_____ / day / juvenile	

Other Agreement:

All contracts and services must be in compliance with the AOC Standard Terms & Conditions, applicable service specifications & special contract conditions.



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By signing below, I confirm that I have read and fully understand the requirements necessary to provide the Substance Use Disorder Inpatient Facility service and I agree to all requirements, restrictions, service tasks, and contract rate(s):

Contractor Signature / Date

AOC Signature / Date