

5122-8-01

**Waiting list for alcohol and drug addiction services.**

(A) The following definitions shall apply to this chapter:

- (1) "Provider" means a community addiction services provider as defined in division 5119.01 of the Revised Code.
- (2) "First contact" means the date on which an individual contacts a provider requesting actual opioid and co-occurring drug addiction services and recovery supports, a first contact is indicated by making an appointment for an assessment or beginning services, an intake session, or other example of the individual beginning a therapeutic relationship with the provider.
- (3) "Seeking" means those individuals who have made at least a first contact with a provider and are attempting to actually receive services and supports from the provider.

(B) For the purposes of this rule the services and recovery supports required to be tracked on the waitlist described by this rule shall be listed in appendix A.

(C) Providers shall maintain a waitlist of those individuals seeking opioid and co-occurring drug addiction services and recovery supports from the provider.

(D) Using the waitlist specified in paragraph (B) of this rule, providers shall determine for each individual, either:

- (1) If the individual is not required to be clinically assessed for the need for services and support, the number of days starting with the day the individual first contacts the provider about accessing the services and supports and ending on the first day of the individual's access to the services and supports; or,
- (2) If the individual is required to be clinically assessed for the individual's need for the services and supports:
  - (a) the number of days starting with the day the individual first contacts the provider about accessing the services and supports and ending on the day of initial assessment; and,
  - (b) the number of days starting with the day of the clinical initial assessment and ending on the first day of the individual's access to the services and supports.

(E) Providers shall maintain a count of all individuals who were referred to another provider because the originating provider does not provide the opioid and co-occurring drug addiction services and recovery supports requested or been assessed as having a clinical need for; and each type of service and support for which those individuals were referred.

(F) Providers shall use the information acquired by maintaining the waitlist pursuant to paragraph (C) of this rule to determine whether included opioid and co-occurring drug addiction services and recovery supports are insufficient to meet the needs of individuals on the waiting list.

(G) The provider shall attempt to notify individuals when slots for services become available according to the provider's own policies and procedures.

(1) For non-residential services, providers shall allow an individual up to twenty-four hours to contact the provider about the offered services before proceeding to paragraph (H) of this rule.

(2) For residential services, providers shall offer individuals slots for services in accordance with the provider's own policies and procedures before proceeding to paragraph (H) of this rule.

(H) If an individual does not respond to a provider regarding a service opening, the provider shall attempt to contact the individual and assess the individual's need for the service. If the individual still needs the service and wishes to remain on the waiting list, the provider shall retain the individual on the waiting list in accordance with the provider's policies and procedures.

(I) A provider may remove an individual from the waiting list if:

(1) The individual withdraws their request for opioid and co-occurring drug addiction services and recovery supports;

(2) The individual does not respond to contact attempts for the time period specified in paragraph (H) of this rule.

(J) Providers shall report the following to the department no later than the last day of each month using the secure electronic methods specified by the department.

(1) For each individual on the provider's waiting list in the immediately preceding month:

(a) Last four digits of social security number;

(b) First two letters of last name;

(c) County of residence;

(d) Gender;

(e) Year of birth;

- (f) The dates for each required tracked event in paragraph (D) of the rule;
- (g) The date when the first assessment is offered, if applicable, and first offered date of services or supports if different from the start date of services or supports;
- (h) The opioid and co-occurring drug addiction services and recovery supports for which the individual was waiting; and,
- (i) The last known type of residential setting.

(2) Providers shall also report the following data:

- (a) The count of individuals referred to another provider as required by paragraph (E) of this rule;
- (b) The total number of individuals who did not contact the provider after receiving notices that the provider has a slot open and if known the reasons the why contact was not made; and,
- (c) The total number of individuals who withdrew their requests for services and supports, the type of service and support the individual had requested or been assessed as having a clinical need for, and if known the reasons for withdrawing the request.

(K) The department shall report data received from from providers pursuant to paragraph (J) of this rule by the fifth day of each month as follows:

- (1) Reports containing information about individuals residing in or requesting services and supports in the county served by a board of alcohol, drug addiction, and mental health services shall be made available in a secure, electronic manner to the board.
- (2) Reports shall be published on the department's website in both a statewide aggregate and county aggregate basis.

(L) Each board of alcohol, drug addiction, and mental health services shall:

- (1) Download the reports made available by the department in paragraph (K)(1) of this rule by the tenth day of each month, which shall be acknowledgment that the board has received and reviewed the reports.
- (2) Determine using the reports received in this paragraph whether any included opioid and co-occurring drug addiction services and recovery supports are not meeting the needs of individuals in the area the board serves; and,

(3) Inform the department of any determination of insufficiency and related commentary determined necessary by the last day of the month in which the reports are received.

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Certification

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Date

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