



AMHD
ADULT MENTAL HEALTH DIVISION

Provider Bulletin

for the Adult Mental Health Division

April 11, 2012
Community Based Case Management
Trauma-Informed Care Initiative (TIC IT)

To All Community Based Case Management (CBCM) Providers:

Following up on the last Provider Bulletin, in which we summarized progress to date on the Trauma-Informed Care Initiative's (TIC IT) regarding assessing and treating our consumers for trauma exposure, we would like to reiterate the process for authorizing and submitting claims for TIC IT services.

The TIC IT Mental Health Assessment by a non-physician does not have to be prior authorized, however, an authorization number specifically for the TIC IT service is required before submitting claims. Here are the steps for authorizing a TIC IT assessment:

1. Provider completes the TIC IT Tools Assessment.
2. Provider enters the TIC IT Tools Assessment in Provider Connect
3. Provider faxes the "TIC IT Screening Authorization Request Form" to request authorizations.
4. UM Authorizes the TIC IT service
5. Provider logs into their Provider Connect, selects the TIC IT contract to obtain the authorization number
6. Provider submits claim for TIC IT Service

If you have any questions regarding this process please contact Kau'i Martinez, AMHD Case Management & Support Services Specialist at 808-453-6924 or email to kau_i.martinez@doh.hawaii.gov or Edward Suarez, PhD. at 808-453-6941 or email to edward.suarez@doh.hawaii.gov.