



FAQ: Referrals for Substance Abuse Treatment through the CSOC Provider Network

PerformCare New Jersey has deployed the use of a new consent form titled “Consent for Release of Confidential Information about Alcohol or Drug Information and Other Protected Health Information (PHI)”. This form is in compliance with 42 CFR Part 2 for disclosure and re-disclosure of information pertaining to confidential drug and alcohol information. 42 CFR Part 2 are federal regulations established for handling information about alcohol and drug patients that include requirements about an individual’s specific, written consent to authorize most disclosures of alcohol or drug patient – identifying information. These privacy protections were developed to give assurances to individuals that their personal and potentially stigmatizing information is kept confidential. The following are frequently asked questions (FAQ’s) about the use of this form.

What is the purpose of the consent form?

The consent form has been designed to allow PerformCare to release health care information and records that are protected under 42 CFR Part 2 to affiliated substance abuse treatment providers (who have been specifically approved on the form) for the purpose of authorizing substance abuse treatment. The signed consent form also allows PerformCare to use protected information for the purpose of utilization review.

Who is responsible for completing the consent form?

The form is intended for use by the following individuals/organizations:

- Any licensed Intensive In-Community (IIC) provider with substance abuse specialty credentials authorized by PerformCare to complete the substance abuse BPS Assessment,
- All substance abuse treatment providers who either submit an assessment electronically or by facsimile to PerformCare, and
- Any other entity that is submitting a substance abuse assessment or summary for the purpose of referral for treatment, such as a Care Management Organization (CMO), Division of Child Protection and Permanency (CP&P), Mobile Response Stabilization Services (MRSS), or juvenile court agent.

Where can I find the consent form?

The form can be easily accessed from the PerformCare website on the Provider tab by selecting the Forms option in the Substance Abuse Treatment Provider section: <http://www.performcarenj.org/provider/substance/forms.aspx>

When should I submit a consent form to PerformCare?

The consent form is necessary whenever you submit a substance abuse assessment or request for substance abuse treatment services. The form should be submitted at the same time as the assessment/referral request as this verifies that the youth has given you permission to disclose the information to PerformCare.

How do I submit a consent form to PerformCare?

If submitting a substance abuse assessment by fax, please include this form with the assessment. If submitting the assessment electronically in CYBER (Needs BPS), please fax the completed form in advance of the submission. The dedicated fax number for substance abuse consent, treatment, and referral documents is **(877) 949-6590**. Please do not submit these documents to any other fax destination at PerformCare, or submit non-substance abuse information to this number.

Should I fax the form if the form is incomplete?

PerformCare will not be able to conduct any utilization review of a substance abuse assessment or use the information for referral for treatment **without a completed, signed consent from the youth.**

Will this form be accessible for view in the CYBER?

The form will only be accessible for view by PerformCare.

If I am a CSOC system partner (Care Management Organization (CMO), Mobile Response & Stabilization Service (MRSS), etc.) and I want to refer a youth to substance abuse treatment agency that is not contracted with CSOC, is a signed consent form necessary?

No. The consent form is only necessary when referring youth to a substance abuse treatment agency that is part of CSOC's provider network (see SA Providers link).