

Centralized Wait List

In order to fulfill Contract Service Requirements the OSAR will maintain a waitlist consisting of all clients who have been approved, in accordance with Department of State Health Services – Substance Abuse Services’ Client Placement Guidelines, for residential services who do not have residential placement immediately available.

The OSAR will place such clients on the Centralized (OSAR) Waitlist under one of two circumstances:

1. When the OSAR has done the Screening, Assessment, and approval for residential services.
2. When the Treatment Provider has done the Screening and Assessment, Submitted and received OSAR approval for residential placement prior to admitting the client to residential services.

In either instance the client will remain on the waitlist until the referral and admission to residential services has been completed.

The OSAR Centralized Waitlist is the sole waitlist from which referrals for residential services are to be made.

Residential Treatment Providers not affiliated with an OSAR will maintain and manage their own waitlist.

Residential Treatment Providers having clients on their waitlist prior to November 1, 2004, and not yet admitted may either:

1. Complete the Client Profile, Screening, Assessment, Financial Eligibility forms, if they have not already done so, and submit the Provider Request for Residential Approval and the client will be placed on the Centralized waitlist by the OSAR.
2. Treat the client as a “walk-in” when their name comes up on the list and do the Screening, Assessment, etc. then admit and submit the Provider Request for Residential Approval.