XIII. PRIOR APPROVAL

Prior Approval Policy

Prior Approval — New Counselors

This Document has been superseded
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PRIOR APPROVAL POLICY

Prior approval is defined as "the rehabilitation program and other record of service single purchase materials exceeding $25,000.00 outlined in Section VI (Services) are reviewed or approved by a Supervisor before the services planned for are initiated or the rehabilitation program is implemented." The appropriate level Supervisor will review all cases requiring prior approval within 3 working days.

The Counselor or Unit Supervisor may request prior approval on a particular case, on types of cases, or on all cases.

PRIOR APPROVAL - NEW COUNSELORS

A Unit Supervisor's prior approval is required on all cases during a new counselor's 12-month probationary period. Approval will be required on all:

- Authorizations for diagnostic services
- Authorizations for other services
- Certificate of Eligibility or Ineligibility
- Eligibility Waivers Exceeding 60 days
- Order of Selection
- IPE and any Amendments
- 08 closures from Status 02 and Status 06
- 26 and 32 closures
- 28 closures
- 30 closures
- 38 closure