

# Provider Instructions for the Participant Status Report

## For PC 1000 Clients

*\*This form is to be utilized by SUD providers to update the Court on the status of PC 1000 referred clients*

1

Please ensure that you are using the most up to date version of the **Participant Status Report** (see OPTUM webpage PC 1000 tab):

[https://www.optumsandiego.com/content/sandiego/en/county-staff---providers/dmc-ods.html#maincontent\\_tabctrl-12](https://www.optumsandiego.com/content/sandiego/en/county-staff---providers/dmc-ods.html#maincontent_tabctrl-12)

2

**The form should be utilized to update the Court when a PC 1000- referred client:**

- Enrolls in **PC 1000 Education OR Treatment services** (within 1 month of referral).
- **Does not make contact** with the receiving PC 1000 service provider within 1 month of referral.
- Has satisfactorily completed **3 months of PC 1000 services** (for education track only)
- Has satisfactorily completed **up to 12 months of PC 1000 services** (for treatment track only).
- There is a **modality OR program change** (i.e. client is referred from Education Track to Treatment Track due to assessed level of need **OR** client is referred to a different program).
- There is an **unsatisfactory event** (i.e. a client is dis-enrolled due to lack of participation).

3

Programs will continue to send this **Participant Status Report via US mail** (as they have in the past) to the referring Court when providing an update.

4

Unsatisfactory Events must be reported (sent) **no more than two business days** after the event occurred.

5

All PC 1000 referrals will go through one of the six RRC's (noted on referral form 550) for initial assessment. If the receiving RRC refers the client to another provider for services, a "warm handoff" (as defined in the SUDPOH) will be completed.

6

If a RRC refers a PC 1000 referred client to another outpatient program (due to capacity or special population needs) or to a residential SUD program, the RRC will clearly communicate to the receiving SUD program the Court reporting requirements and where to find the applicable PC 1000 forms.

**\*\*For questions that are not answered by these instructions, contact David Mullen at [david.mullen@sdcounty.ca.gov](mailto:david.mullen@sdcounty.ca.gov) and cc your COR\*\***