

**DEPARTMENT OF HEALTH
NURSING CARE QUALITY ASSURANCE COMMISSION**

WHPS Procedure Summary 5.01: Substance Use Evaluation and Treatment Services

This procedure describes the process, personnel and actions associated with substance use evaluations used by the Washington Health Professional Services (WHPS) program.

SUMMARY

1. Evaluation Referrals:

- A. At least three substance use evaluation referrals are made ensuring the nurse has a role in the choice of service. The nurse must complete Release of Information authorizations with both WHPS and the evaluating service.
- B. WHPS accepts evaluations only by Division of Behavioral Health and Recovery (DBHR) certified services. Appropriate exceptions will be made for out of state nurses.

Reference: DBHR certified services may be found in the Directory of Certified Chemical Dependency Services in Washington State Resource Manual.
<http://www.dshs.wa.gov/dbhr/daDirectory.shtml>

- C. Evaluations must adhere to the WHPS Evaluation Guidelines. Adherence to an evaluation format provides thorough, consistent evaluations and recommendations for treatment.
- D. If the nurse completed an acceptable evaluation prior to contacting WHPS, the nurse may request the service send a copy of the evaluation, treatment recommendations, and treatment records to WHPS. Acceptable evaluations must have occurred within the previous 90 days and meet all WHPS requirements.

2. Evaluation Guidelines

- A. All substance use evaluations must utilize confidentiality. This includes conducting the interview in a confidential setting. All evaluations must be an in-depth assessment allowing for adequate time to be spent with the nurse and must adhere to relevant DBHR requirements for evaluations.
- B. Evaluations must be conducted through a DBHR certified service by a:
 - Chemical Dependency Professional (CDP). Evaluations by a CDP Trainee will not be accepted, or

- M.D. Addictionologist, or
- Approved state licensed evaluator with expertise in substance abuse/addiction. This may include a Psychologist, a Marriage and Family Therapist, a Clinical Social Worker or an Advanced registered Nurse Practitioner. Evaluators in these categories may be asked to provide a copy of their current resume.

C. Evaluations must include:

- A complete Bio-Psycho-Social history.
- At least two chemical dependency screening tools, (i.e.: SASSI, MAST, CAGE, DAST). The SASSI is preferable but not required.
- Written verification that the nurse's license history has been reviewed using the Department of Health's website Provider Credential Search at www.doh.wa.gov.
- Review of driving record. (To be provided by the nurse at the time of the evaluation) <http://www.dol.wa.gov/driverslicense/requestyourrecord.html>.
- Review of criminal history report. (To be provided by the nurse at the time of the evaluation) www.wsp.wa.gov W.A.T.C.H. link.
- Baseline, observed urinary drug screen including EtG. (WHPS may require additional testing).

D. Narrative should include:

- Bio-Psycho-Social summary including history of previous and/or current treatment.
- Current Diagnostic and Statistical Manual of Mental Disorders (DSM 5) diagnosis and justification.
- Level of Care Treatment Recommendations per current American Society of Addiction Medicine (ASAM), Patient Placement Criteria, and Stage of Change in which nurse appears to present; other recommendations such as mental health evaluation, Alcohol Drug Information School etc.
- Results of the urinary drug screen with EtG testing.
- Professional opinion regarding the nurse's ability to practice with reasonable skill and safety.
- List of collateral information used
- Any additional pertinent information

3. Second Opinion

A. If the nurse disagrees with the evaluation, or if the evaluation does not reflect the seriousness of the event(s) leading to the evaluation, a second evaluation may be requested. The following conditions apply:

- The evaluation must be conducted in accordance with WHPS guidelines and timelines established by WHPS and the Nursing Care Quality Assurance Commission (NCQAC).

- The nurse must authorize release of information between each evaluation service (allowing services to communicate with each other regarding all aspects of their evaluations) and WHPS.
- C. If there is a disagreement between the evaluations, WHPS will make final monitoring decisions based on all available information.

4. Treatment Requirements

- A. Nurses must comply with all specified treatment recommendations.
- B. Once the treatment provider has been identified, a cover letter and treatment report will be sent out via FAX by WHPS. The Case Manager may consult with counselor if necessary to ensure entry and compliance with treatment.
- C. Treatment reports must be submitted monthly.
- D. Treatment reports should include a statement about current ability to practice with reasonable skill and safety.
- E. Counselor reports should address any recommendations for further evaluation or assessment for pain management, mental health or other issues.