

NORTHCARE NETWORK

POLICY TITLE: SUD Waiting List	CATEGORY: SUD	
EFFECTIVE DATE: 10/1/26	BOARD APPROVAL DATE: 9/16/26	
REVIEW DATE: N/A -New Policy	REVISION(S) TO POLICY STATEMENT: ☐ Yes ☐ No	OTHER REVISION(S): ☐ Yes ☐ No
RESPONSIBLE PARTY: SUD Services Director	CEO APPROVAL DATE: 8/4/26 Megan Rooney, CEO	

APPLIES TO

NorthCare Network Personnel
SUD Treatment Providers

POLICY

It is the policy of NorthCare Network that beneficiaries seeking substance use disorder (SUD) treatment have a timely admission to treatment. In situations in which timely admission is not possible, individuals will be placed on the regional SUD Waiting List. No Medicaid beneficiary may be placed on a waiting list for a medically necessary Medicaid covered service. Only individuals who do not qualify for Medicaid and meet the criteria for Community Block Grant through NorthCare may be placed on the Regional SUD Waiting List.

PURPOSE

To establish a policy and procedure for the SUD Waiting List for instances when substance use disorder treatment services are not available.

DEFINITIONS

1. **Admission Timeframes:** Fourteen days for individuals who are not pregnant. Twenty-four business hours for individuals who are pregnant and are referred to residential, withdraw management, or methadone SUD services. Forty-eight business hours for individuals who are pregnant and referred to outpatient SUD services.
2. **Priority Population:** Individuals who are pregnant, have IV drug use, have children in jeopardized custody due to their substance use, and individuals who have Michigan Department of Corrections (MDOC) involvement.
3. **SUD Waiting List:** The electronic list of individuals not able to be admitted within the timeframes.

REFERENCES

- Treatment and Access Management Special Provisions
- Women's Specialty Services Special Provisions
- NorthCare Network Access Policy
- MDHHS/PIHP Contract
- MDHHS Policies & Practices Guidelines, Access Standards
<https://www.michigan.gov/mdhhs/keep-mi-healthy/mentalhealth/mentalhealth/practiceguidelines>
- NorthCare Network SUD Services Operations Manual

HISTORY

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PROCEDURES

The following are the procedures for maintaining a waiting list for individuals who request SUD services but cannot be immediately served.

A. General Requirements

- NorthCare SUD staff are responsible for ensuring accuracy and updating the SUD Waiting List.
- Any individual not able to obtain a timely admission to the ASAM Level of Care they meet criteria for must be offered Peer Recovery Support Services.
- Contact with every individual on the SUD Waiting List must be attempted every 30 days at a minimum. During contact, an individual's status, well-being, and continued interest in services will be reviewed by the SUD Managed Care Clinical Specialists with the individual. This will take place until they are linked with the appropriate level of care or are taken off the SUD Waiting List.
- All SUD Waiting Lists will be reported to MDHHS.

B. Eligibility

- No Medicaid or MICHild beneficiaries are placed on waiting lists for any medically necessary Medicaid or MICHild service.
- Individuals will be placed on the SUD Waiting List if they are not receiving the services they met criteria for or individuals are receiving interim services.
- Individuals will remain on the SUD Waiting List until a time when they are not able to be contacted after ninety days, they choose to go off the waiting list, or they obtain the requested services.
- Individuals meeting Priority Population criteria take priority to others on the SUD Waiting List. Individuals who are pregnant injecting drug users take first priority followed by individuals who are pregnant, then injecting drug users, individuals with children in jeopardized custody due to their substance use, individuals who have MDOC involvement, and then all others.

C. Priority Population

Individuals who self report as pregnant injecting drug users, individuals who are pregnant, injecting drug users, individuals with children in jeopardized custody due to their substance use, and/or individuals who have MDOC involvement are considered to meet Priority Population criteria.

In addition to the General Requirements and Eligibility Requirements, additional criteria are required:

- All individuals meeting Priority Population criteria placed on the SUD Waiting List must receive interim services. This includes, at a minimum:
 - Counseling and education about the human immunodeficiency virus (HIV) and tuberculosis (TB)

- The risks of needle sharing
- The risks of transmission to sexual partners and infants and steps that can be taken to ensure that HIV and TB transmission does not occur
- HIV or TB treatment service referrals
- Counseling on the effects of alcohol and drug use on a fetus and referral for prenatal care are required for pregnant women
- Individuals meeting Priority Population criteria who are placed on the SUD Waiting List who have SUPTR funding must also be reported in the SUD Priority Population Deficiency Waiting List Report.

D. Youth

Individuals who are below 18 years of age must meet the same eligibility requirements and/or priority population requirements. Every attempt will be made to obtain specialty youth services.