

Title of Manual: Mid-South Substance Abuse Commission Policy and Procedures			Page 1 of 1	
			History	
Policy Number: F005	Subject/Title: Room and Board		Replaces:	8/2006
			Last Reviewed:	1/2009
Issued By: Executive Director	Approved By: Board of Directors Date: 3/23/2009	Scope: Residential Providers	Effective:	3/23/2009

1. BACKGROUND

Residential services are inclusive of both treatment services and room and board charges. It is the desire of Mid-South to separate these unique services. **A day of clinical treatment services will be charged only when at least three (3) hours of clinical treatment activity is provided to the client and is documented in the client file.** Room and board is reimbursed separately and is discussed in detail below.

2. ROOM AND BOARD

- 2.1 **Medicaid** benefits **shall not** pay for room and board.
- 2.2 Room and board charges for **Community Grant funded clients may be applied.**
- 2.3 If the client is eligible for State Disability Assistance (SDA) funding and **does not** have Food Stamps, SDA will be billed as first source of payment. (For approved SDA providers only.)
- 2.4 If the client is eligible for Food Stamps, the Food Stamps **must be** deducted from room and board and applied as first source of payment. The balance can be billed as room and board.
- 2.5 If the client is absent from the facility overnight due to an approved pass, the facility may charge room and board providing the bed is reserved/held for client.
- 2.6 Room and Board **shall not** be billed for the date of admission, unless at least three (3) hours of clinical treatment activity has occurred.
- 2.7 Room and Board **can be** billed on the day of discharge even though the client received less than three (3) hours of clinical treatment activity.

3. TREATMENT

- 3.1 If the client leaves the facility and **NO** treatment is provided, a treatment day **shall not** be billed.
- 3.2 Treatment charges will begin on the first day that **at least three (3) hours** of clinical treatment activity occurs. Thereafter, on **each subsequent day of stay, at least three (3) hours of clinical treatment** activity must occur in order for treatment charges to apply.
- 3.3 Treatment charges will not be applied on the day of discharge, unless the client receives at least three (3) hours of clinical treatment activity.
- 3.4 If it is the policy of the treatment facility to **NOT** provide any clinical treatment on either Saturday or Sunday, treatment charges may not be applied. Because of the short time the client will be in treatment, it is strongly suggested that short term residential facilities provide treatment services seven (7) days a week.