

# SMSO Policy Manual

## FOLLOW UP AFTER HOSPITALIZATION FOR MENTAL ILLNESS

Executive Sponsor: Chief Medical Officer

Issuing Department: Clinical Management

Gate Keeper: Director, HSM Clinical Management

### **COMPLIANCE STATEMENT:**

**Enforcement:** All members of the workforce are responsible for compliance with this policy. Failure to abide by the requirements of this policy may result in corrective action, up to and including termination. Workforce members are responsible for reporting any observed violations of this policy.

**Review Schedule:** This policy will be reviewed and updated as necessary and no less than every two years.

**Monitoring and Auditing:** The Issuing/Collaborating Department(s) is responsible for monitoring compliance with this policy.

**Documentation:** Documentation related to this policy must be maintained for a minimum of 10 years.

### **Applies to:**

☒ SummaCare ☒ Apex

☐ Summa Management Service Organization (SMSO) ☒ Summa Insurance Company

### **Line of Business:**

☒ Commercial Groups ☒ Medicare

☐ Medicare Supplemental ☒ On-Exchange

☒ Off-Exchange ☒ Self-Funded

**1.0 Purpose:**

- 1.1 To ensure members receive timely post-discharge behavioral health care.

**2.0 Policy:**

- 2.1 Contracted hospitals will schedule follow-up appointments with a behavioral health provider for patients admitted for inpatient psychiatric care. Appointments will be scheduled prior to discharge and within 7 days of the discharge date. Hospital personnel will document the name of the behavioral health provider, appointment date and time on the Discharge Instructions Form.
- 2.2 For Medicare Advantage (MA) members, coverage decisions follow Medicare rules and regulations pertaining to MA plans, as well as federal and state regulations, and the member's evidence of coverage (EOC) document. When appropriate, relevant current clinical guidelines, SummaCare's internal policies/procedures and drug formularies may be utilized in the absence of Medicare guidance.
- 2.3 For non-Medicare members, coverage decisions follow appropriate federal and state requirements and the member's evidence of coverage (EOC) document. Additionally, SummaCare's internal policies/procedures, and drug formularies are followed when appropriate

**3.0 Procedure:**

- 3.1 Director, HSM Clinical Management, has the authority and responsibility for the activities in this policy or procedure.
- 3.2 The Issuing Dept. is responsible for monitoring/enforcing the compliance with this policy.
- 3.2.1 HSM will conduct periodic reviews to monitor and audit compliance with this policy.

**4.0 References:**

- 4.1 Source of the policy (regulatory citation, accreditation standard, internal standard)-Code of Federal Regulations (CFR) 483.40; CFR 156.110
- 4.2 Are there any references to other documents, regulations, or intranet locations?
- 4.2.1 None
- 4.3 Are there other policies that work in conjunction with this policy?
- 4.3.1 None
- 4.4 Replaces (if applicable):
- 4.4.1 None

**5.0 Definitions:**

5.1 None

**6.0 Key Words or Aliases (Optional):**

6.1 Follow up after hospitalization for mental illness

6.2 Inpatient psychiatric care

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