

**ANNEX A
PROGRAM COMMITMENTS
OUTPATIENT SERVICES**

NAME OF AGENCY: _____

CONTRACT NUMBER: _____ **CONTRACT TERM:** _____ **TO** _____

BUDGET MATRIX CODE:
 18-19-20

BUDGET MODIFICATION NO:
(0 = Original) _____

1. _____ **Number of face-to-face contacts clients will have with staff on-site.**

2. _____ **Number of face-to-face contacts clients will have with staff off-site.**

3. The following is a breakdown by MODALITY of the number of face-to-face client contacts with staff (both on-site and off-site):

**TOTAL # OF STAFF FACE-TO-FACE
CONTACTS TO BE PROVIDED:**

A.	Individual Therapy	A.	_____
B.	Group Therapy	B.	_____
C.	Family Therapy	C.	_____
D.	Medication Maintenance	D.	_____
E.	Intake/Clinical Assessment/Treatment Planning	E.	_____
F.	Outreach to Individuals Residing in Independent Living	F.	_____
G.	Outreach to Individuals Residing in Boarding Homes	G.	_____
H.	Outreach to Individuals Residing in Nursing Homes	H.	_____
I.	All Other Contacts Not Classified Above: Specify:	I.	_____
Total Number of Contacts (Sum of lines 3A through 3I) →			_____

4. _____ **Units of service will be provided. (Sum of lines 1 and 2).**

5. _____ **Other client related commitments. (Please attach addendum).**

OUTPATIENT SERVICES

A set of counseling interventions provided by trained clinicians to clients living in the community who require non-immediate care that can be delivered on a scheduled basis. Interventions may include individual, group, and family therapy; medication counseling and maintenance, assessment and testing, outreach services, and referral.

FACE-TO-FACE CONTACTS:

Individual Therapy: 1 contact is 30 continuous minutes of face-to-face with the consumer.

Group Therapy: 1 contact is 30 continuous minutes of face-to-face with each consumer. Do not count excess over Medicaid maximum group size.

Family Therapy: 1 contact is 30 continuous minutes of face-to-face with the consumer. Do not count each family member.

Medication Monitoring: 1 contact is 15 continuous minutes of face-to-face with the consumer.

Intake/Clinical Assessment/Treatment Planning: 1 contact is 30 continuous minutes of face-to-face contact with the consumer.

Outreach and Other: 1 contact is 15 continuous minutes of face-to-face with the consumer.

For the therapies, please note that the face-to-face time can include up to 5 minutes per 30 minute session for the completion of progress notes, limited to a maximum of 10 minutes for a 90 minute session (3 QCMR units).