Chapter 504
Substance Use Disorder Services

Appendix A
Documentation for Peer Recovery Support Services

This Appendix is provided as a guideline for required documentation in the member’s medical record.
Documentation for Peer Recovery Support Services

Member's Name: ____________________________________  D.O.B. /ID: ______________________________________

Location: _________________________________________  Facility: _________________________________________

Time In: ___________________  Time Out: ___________________  Date of Service: ________________________

<table>
<thead>
<tr>
<th>Activity</th>
<th>Type of Service</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ Self Help</td>
<td>☐ Crisis Support Pre/Post</td>
</tr>
<tr>
<td>☐ System Advocacy</td>
<td>☐ Relapse Prevention</td>
</tr>
<tr>
<td>☐ Individual Advocacy</td>
<td>☐ Housing Issues</td>
</tr>
<tr>
<td>☐ Recovery Planning</td>
<td>☐ Employment/Education</td>
</tr>
<tr>
<td>☐ Emotional</td>
<td>☐ Informational</td>
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<tr>
<td></td>
<td>☐ Instrumental</td>
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<td></td>
<td>☐ Affiliation Support</td>
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</tbody>
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___________________________________________________________________________________________
___________________________________________________________________________________________
___________________________________________________________________________________________
___________________________________________________________________________________________

Signature: ______________________________________

DISCLAIMER: This chapter does not address all the complexities of Medicaid policies and procedures, and must be supplemented with all State and Federal Laws and Regulations. Contact BMS Fiscal Agent for coverage, prior authorization requirements, service limitations, and other practitioner information.
Types of Services

**Emotional:** Should demonstrate empathy, caring, or concern to bolster a person’s self-esteem and confidence

**Informational:** Share knowledge and information and/or provide life or vocational skills training

**Instrumental:** Provide concrete assistance to help others accomplish tasks

**Affiliation Support:** Facilitate contacts with other people to promote learning of social and recreational skills, create community, and acquire a sense of belonging

Activities

**Self Help:** Cultivating the ability to make informed, independent choices. Helping develop a network of contacts for information and support based on experience of the Peer Recovery Support Specialist. Assist in developing social skills, repairing, rebuilding, or establishing prevention networks

**System Advocacy:** Assisting the individual to talk about what it means to have a substance use and/or co-occurring disorder to an audience or group. Assisting with communicating about an issue related to their substance use and/or their recovery.

**Individual Advocacy:** Discussing concerns about medication at the individual’s request. Assisting with developing independence in self-referral techniques, accessing appropriate care, and understanding clear communication and coordination with any health care provider

**Recovery Planning:** Helping the member make appointments for any medical or mental health treatment when requested. Guiding the member toward a proactive role in health care, jointly assessing services, identifying triggers for use, developing a relapse plan, and building support network.

**Crisis Support:** Assisting the individual with the development of a personal crisis plan. Helping with stress management and developing positive strategies for dealing with potential stressors and crisis situations.

**Relapse Prevention:** Giving feedback to the member on early signs of relapse and how to request help to prevent a potential crisis. Assisting the member in learning how to use the crisis/relapse plan. Educating on relapse prevention and identifying relapse trigger, developing a relapse plan and prevention. Learn new ways to live life without the inclusion of drugs, skills building for such things as time management and connecting with prosocial activities.

**Housing:** Assisting the member with learning how to maintain stable housing through bill paying and organizing his or her belongings. Assisting the member in locating improved housing situations. Teaching the member to identify and prepare healthy foods according to cultural and personal preferences of the member and his/her medical needs.

**Education/Employment:** Assisting the member in gaining information about going back to school or job training. Facilitating the process of asking an employer for reasonable accommodation for psychiatric/SUD disability (mental health day, flex time, etc.).

**NOTE:** More than one activity can be utilized at any one meeting. Meetings are not allowed by phone call.