

Memorandum

Idaho Dept of Correction

Education, Treatment & Reentry Bureau

DATE: *April 12, 2013*

TO: *SUD Treatment Providers*

FROM: *SUD Program Team*

RE: *Importance of communication and data submission*

Recent reports from BPA indicate a high number of inactive clients that have not been discharged from care and a high number of clients with open treatment lines whose activity has stopped prior to the client showing up on the inactive client list.

We rely on the providers to be proactive in these processes to the point that if we have significant delays it impacts our ability to increase or decrease the amount of referrals and vouchers for clients to enter treatment. Please don't wait for the inactive client report to trigger your discharge paperwork. These reports are extended 60 days after the last paid date and delays inflate and distort the data.

Though paperwork is the least favorite duty any provider agency has, the final impact of submitting or not submitting timely paperwork affects the ability for us to determine payments and additional referrals into care. In a broader sense the data is also used in regards to outcomes, identifying the need, evaluating how the current budget is allocated and if/how we can obtain additional funds to meet the need.

Please assist us by evaluating your active client lists and make sure you are in communication with the PO's about the client's status. If continued treatment is not valid please move forward with a discharge after the PO has been informed.

Timely and accurate data submission provides us with the necessary data to continue to make adjustments in this process. We cannot accomplish this without you!

If you have any questions in regards to your inactive or active client reports please contact your BPA Regional Coordinator.