

WITS

Frequently Asked Questions (FAQs)

July 29, 2013

QUESTION: [Can you update the social security number and the birthdate of the client after accepting the referral?](#)

ANSWER: Yes, the social security number and the birthdate of the client can be updated after you have accepted the referral; however, the WITS client ID number will not change.

QUESTION: [When I have an authorization for an Assessment and for Outpatient Services, do I need to have two program enrollments, one for Assessment Only and one for Outpatient?](#)

ANSWER: When you have an authorization for an Assessment and a treatment service such as Adult Outpatient, you only need to have one program enrollment. Select the Program Enrollment for the treatment service, in this case select Adult Outpatient. Encounter notes can be released to billing for both the assessment and treatment under this one program enrollment.

QUESTION: [Does the client need to sign the Discharge Summary?](#)

ANSWER: The client does not need to sign the Discharge Summary.

QUESTION: [When requesting RSS services for my treatment agency, what do I enter for the Type of Authorization Change Request?](#)

ANSWER: Select the Authorization Change Request Type of Case Management Note. This type will be renamed to Note to Authorizer in the future.

QUESTION: [Do we need to enter past clients into WITS?](#)

ANSWER: Clients who are no longer receiving service as of July 1, 2013 do not need to be entered in WITS.

QUESTION: [Where do we put the discharge planning and discharge summary in WITS?](#)

ANSWER: Please review the Discharge Guidance located at: <http://healthandwelfare.idaho.gov/Portals/0/Medical/SUD/DischargeQuickStartGuide.pdf>. The description of the client's status and progress and recommendations for referrals should be documented on the Discharge Treatment Summary screen.

QUESTION: Is the Idaho Supreme Court changing how they do billing? Are they going to continue to pay based on the client billing?

ANSWER: Yes, the Idaho Supreme Court will be using WITS for billing. They will be using a billing design in WITS called “cost reimbursement” which is based on client billing but applied differently than the Idaho Department of Health and Welfare, Idaho Department of Corrections, and Idaho Department of Juvenile Corrections.