

Date: June 28, 2017

CYF Memo: # 04-16/17

To: CYF Mental Health System of Care Providers

From: Yael Koenig, CYF Deputy Director

Re: **Intensive Service Request (ISR)**

As of 7/1/17, the Intensive Service Request (ISR) is replacing the Day Program Request (DPR)

As of 7/1/17, the Intensive Service Request (ISR) will replace the Day Program Request (DPR) for authorization of services provided to clients in Day Rehab, Day Intensive, Day School Services (DSS), and Residential Outpatient (OP). This change is taking place as a part of the shift of several day rehab programs unbundling services to provide outpatient services at a higher intensity, referred to above as Day School Services (DSS) and Residential OP. The new form streamlines the Initial and Continued Service Request.

The Ancillary Specialty Mental Health Services Day Program Request will continue to be used for clients who are receiving Specialty Mental Health Services in addition to Day Rehab or Day Intensive.

Please see the attached ISR and the explanation form for the ISR, which includes details instructions to complete the form. For questions, input, or concerns, please contact your Contracting Officer Representative (COR).