



Memorandum

To: All Children's Mental Health Providers
From: Deb DeVivo, Supervisor of Clinical Support & Processing
Re: Child/Adolescent Meeting Notifications
Today's Date: February 21, 2008
Implementation Date: March 1, 2008

CBHNP has re-evaluated the process for meeting notifications sent to CBHNP for Child/Adolescent members in the North Central Counties. *Please note that these changes do not affect the current process in place for Capital Area members.*

All scheduling duties for Members in the North Central Counties will be the responsibility of Regional CBHNP offices as of **March 1, 2008**. This includes but is not limited to notifications for Initial or Re-auth ISPT Meetings, Treatment Team Meetings, CASSP Meetings, FBMHS Monthly Review Meetings, CRR-HH/RTF Monthly Concurrent Review Meetings, etc. CBHNP Staff at the local offices will also schedule Initial RTF and CRR-HH ISPT meetings for Members in their county that do not have a TCM.

Beginning March 1, 2008, please submit meeting notifications to locations identified below based on the Member's County of residence. Local CBHNP office staff will also be sending responses to providers regarding CBHNP participation in meetings. Notifications already sent to the Harrisburg Office do not need to be resent to the regional offices. The notices have been forwarded to the proper office.

The revised CBHNP *ISPT meeting notification form* has been included with this Memo. Please forward the form to anyone in your agency that faxes the form to CBHNP. The form has also been posted to the CBHNP website at www.CBHNP.org If you have any questions regarding this memo, please contact your CBHNP Provider Relations Representative.

PLEASE NOTE: Requests for services should continue to be mailed to the Harrisburg location. This change is related to meeting notifications only.

Member County of Origin	Fax Number	CBHNP Office Addresses	Telephone Number
Bedford & Somerset	814-623-0551	CBHNP-Bedford/Somerset 145 Clark Building Road Suite 8 Bedford, PA 15522	1-866-773-7891
Blair	1-814-696-3962	CBHNP-Blair 1904 North Juniata Street Hollidaysburg, PA 16648	1-866-773-7892
Cumberland, Dauphin, Perry, Lancaster & Lebanon	1-888-296-4002	CBHNP-CAP P. O. Box 6600 Harrisburg, PA 17112	1-888-722-8646
Franklin & Fulton	717-264-8727	CBHNP-Franklin/Fulton 2764 Lincoln Highway West Suite 3 Chambersburg, PA 17202	1-866-773-7917
Lycoming & Clinton	1-570-320-0409	CBHNP-Lycoming/Clinton 1316 Commerce Park Drive Williamsport, PA 17701	1-866-773-7991

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cc: Don Stiffler-Provider Relations Manager, CBHNP
Joellyn Norrie-Vice-President of Clinical Operations, CBHNP
Scott Daubert-Chief Operating Officer, CBHNP
Jenna O'Halloran Lightner-CABHC
Rob Labatch, Lycoming/Clinton Health Choices Director
Pam Marple, Bedford-Somerset HealthChoices Coordinator
Lisa Hann, Administrator, Blair County MH/MR/D&A
Theresa Rudy, Blair County MH Program Director
Blaine Smith, Executive Director, Blair Health Choices
Amy Marten-Shanafelt, Clinical Director, Blair Health Choices
Melissa Reisinger, Executive Director, TMCA