

ADATC/BSH Authorization Process

Alcohol and Drug Abuse Treatment Center (ADATC) Detox:

The referring provider or hospital should fax a RRF or RARF to ADATC for review to 828-257-6268. ADATC can be reached by phone to discuss the referral at 828-257-6400.

Download the [Regional Referral Form from the N.C. Department of Health and Human Services' website.](#)

Referral to Broughton or other state hospital (BSH):

1. The referring provider faxes their RARF/clinical assessment and other clinical information directly to BSH for review at 828-433-2082. The referring provider completes the 3-page state Regional Referral Form (RRF) and faxes it to Vaya Health Customer Services at 877-917-9887.
2. The referring provider contacts Vaya Customer Services at 800-849-6127 to notify staff that the RRF has been faxed requesting Broughton or other state hospital referral.
3. Vaya Customer Services staff completes an enrollment for the individual if needed.
4. Vaya Customer Services staff provides an authorization number to the referring provider verbally, along with their name.
5. The referring hospital staff writes in the authorization number and the Vaya staff person who provided the authorization on the third page of the RRF, then faxes this form to BSH at 828-433-2082.
6. The referring hospital staff follows up directly with Broughton regarding referral status.
7. For requests to transfer a patient from another inpatient psychiatric unit to BSH, the facility should fax the RRF to 877-260-6517 and contact the Vaya Health Care Management Department during business hours at 866-990-9712, option 5 to discuss the requested transfer. If medically necessary for transfer, the Care Manager informs the referring facility of the authorization number and their name.
8. The referring hospital staff enters the authorization on the third page of the RRF and faxes it to BSH at 828-433-2082 and follows up with BSH staff as to status of referral.

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Referrals to Broughton when there is a diagnosed or suspected diagnosis of Intellectual Disability (ID) and co-occurring mental illness:

Senate Bill 859 (SB859), also known as the Diversion Law, prohibits the admission of an individual with intellectual and developmental disabilities (I/DD), or a reasonable suspicion of such, and a co-occurring mental illness, to any of the North Carolina state psychiatric hospitals unless the individual meets specific criteria. See the Worksheet for Requesting Exceptions to the Diversion Law (SB859) below for the four exceptions.

The individual must meet one of the four eligibility requirements for the exception to be considered. Exception #3 is the most common – extreme dangerousness to others (suicidal and / or property destruction alone does not meet extreme dangerousness criteria). Additionally, the exception worksheet must be reviewed and signed by someone who is on the state-approved list to grant exceptions. Vaya Health Customer Services has staff that are approved to grant the exceptions.

1. If the individual appears to meet criteria for an exception to the diversion law, the referring provider faxes their RARF /clinical assessment and other clinical information directly to BSH for review at 828-433-2082. Then, the referring provider needs to complete the required Worksheet for Requesting Exceptions to the Diversion Law (SB859) (Worksheet) and the Regional Referral Form (RRF), following the steps on the state worksheet and considerations below:
 - a. A diversion hospital must be contacted for any IDD/MI consumer. These are listed on the worksheet (however there is

currently no identified diversion facility for adolescents). You must have a total of four attempts/denials from private inpatient facilities, with priority for contact being the most appropriate hospital located closest to the individual's home community.

- b. If the individual is an adult (18 or over), NC START must be contacted. Document this contact on the exception worksheet. Proceed with the Worksheet and RRF. You do not have to wait for NC Start to come and assess; it is just important to ensure that NC Start is aware of the Individual and can begin to work with the individual's team.
2. The referring provider will fax both the RRF and the Worksheet to Vaya Health Customer Services 877-917-9887 and call Vaya Customer Services at 800-849-6127 to inform them of the request for Broughton referral for an IDD/MI individual.
3. Vaya Customer Services staff will complete an enrollment if needed.
4. Vaya Customer Services staff will review the RRF and IDD exception Worksheet, ensuring it is complete and that appropriate diversion options have been attempted. If approved, designated Customer Services staff will sign the exception Worksheet and fax it with the RRF to Broughton, confirming receipt of the complete referral with Broughton.
5. The Vaya Customer Services staff will inform referring provider that the RRF and Worksheet have been faxed to Broughton and received.
6. The referring provider will follow-up with Broughton regarding referral status.
7. For requests to transfer a patient from another inpatient psychiatric unit to BSH, the facility should contact the Vaya Health Care Management Department during business hours at 866-990-9712, option 5 to discuss the requested transfer.

Download the [Regional Referral Form from the N.C. Department of Health and Human Services' website](#).

Download the [Worksheet for Requesting Exceptions to the Diversion Law \(SB859\)](#).