WRAPAROUND MILWAUKEE **POLICY & PROCEDURE**	Date Issued: **9/1/98**	Reviewed: **12/01/2014** By: **SD** Last Revision: **12/01/2014**	Section: **All (Supervisory, Care Coordinator, Vendor, Provider Network)**	Policy No: **022**	Pages: **1 of 1**
☒ **Wraparound** ☒ **Wraparound-REACH** ☐ **FISS** ☒ **Project O-Yeah**	Effective Date: **01/01/15**	Subject: **PSYCHIATRIC HOSPITAL ADMISSIONS**			

I. POLICY

It is the policy of Wraparound Milwaukee to establish that the least restrictive and clinically appropriate level of care be provided to families and their children enrolled in the Wraparound Milwaukee HMO.

The criteria for hospitalization is that the child is found to be at imminent and serious risk of danger to child's self and/or others, and safety cannot be adequately monitored outside the hospital; or, the child's psychiatric condition is so serious that access to the immediate care inpatient hospitalization provides is warranted.

II. PROCEDURE

1. The Wraparound Milwaukee HMO Gatekeeper or Designee must be contacted 24 hours per day - 7 days per week for all admissions for psychiatric hospitalization at (414) 257-7621.

2. If inpatient care is authorized, it will be authorized for a specific period of time, after which continued authorization will be contingent upon medical necessity.

3. If the child is in another facility, a determination will be made to admit to that facility or transfer to the Child/Adolescent Inpatient Services (CAIS) for further evaluation and treatment.

4. The Gatekeeper or Designee will continue to monitor the progress and treatment of the child while on inpatient status and determine if further authorization is necessary.

5. If the treating facility is not in agreement with the Gatekeeper's authorization, the hospitalization can be appealed by the treatment facility by submitting a letter with a copy of the medical chart to:

WRAPAROUND MILWAUKEE
HMO Gatekeeper
9201 Watertown Plank Road
Milwaukee, WI 53226

Reviewed & Approved by: Bruce Kamradt

Bruce Kamradt, Director