

**County of San Bernardino
Department of Behavioral Health**

Guidelines for Consistency in Authorization Practices

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Approval Date 02/22/2012  CaSonya Thomas, Director

Purpose To establish an assessment of inter-rater reliability to ensure the Department of Behavioral Health (DBH), Utilization Management Reviewers (UMR) or Inpatient Unit Clinicians, meet established standards for Treatment Authorization Request (TAR) decision making and conduct monitoring activities to determine the level of consistency.

Definitions **Inter-Rater Reliability/Inter-Rater Agreement**-the degree of agreement amongst two or more raters.

Guidelines Staff shall use the following guidelines to ensure consistency in inpatient TAR authorization practices amongst Inpatient Unit Clinicians. Consistency study is to be performed, at minimum, on an annual basis.

- Lead UMR shall randomly select a sample of five (5) TARs from both Short Doyle and Fee-For-Service hospitals.
- At least three (3) UMRs shall each review five (5) TARs.
- Upon completing their review, the UMRs will complete authorization worksheets and make determinations as to whether the requests for inpatient day payment should be approved or referred to the physician advisor for review.
- The UMR will be responsible for:
 - reviewing the authorization worksheets;
 - determining the degree of inter-rater agreement among the clinicians; and
 - sending inter-rater reliability findings to Quality Management Program Manager II for review.
 - Program Manager II will be responsible for implementing any applicable training as a result of the authorization study.

Policy Reference California Code of Regulations, Title 9, Section 1810.440(b)(2)
California Code of Regulations, Title, 9, Section 1820.220(g)(1) and (g)(2)
