

1620-J OUT-OF-STATE PLACEMENT STANDARD

EFFECTIVE DATES: 02/14/96, 08/14/18, 08/15/25

APPROVAL DATES: 10/01/04, 02/01/05, 09/01/05, 01/01/06, 10/01/07, 01/01/11, 05/01/12,
01/01/16, 06/13/18, 06/04/25

I. PURPOSE

This Policy applies to ALTCS E/PD, DES DDD (DDD) Contractors, and Fee-For-Service (FFS) Tribal ALTCS Programs. Where this Policy references ALTCS requirements the provisions apply to ALTCS E/PD, DES DDD, and Tribal ALTCS unless otherwise specified. This Policy establishes standards related to the long-term placement of ALTCS members in out-of-State settings. It does not apply to situations in which the member is temporarily absent from the State. For out-of-State placement criteria and procedures for behavioral health treatment, refer to AMPM Policy 450.

II. DEFINITIONS

Refer to the [AHCCCS Contract and Policy Dictionary](#) for common terms found in this Policy.

III. POLICY

The ALTCS Contractors and Tribal ALTCS programs shall make every effort to secure placement for members in-State. For circumstances requiring an Out-of-State placement written authorization from AHCCCS is required prior to the placement of an ALTCS member in an Out-of-State placement. The personal residences outside of the State of Arizona are not approved placements. The Out-of-State placement facilities shall be registered with AHCCCS and shall be approved in licensed/certified residential-type settings only [e.g., Nursing Facilities (NFs), Residential Treatment Centers (RTCs), and group homes].

In addition to all other ALTCS Case Management standards, the following standards apply when the ALTCS Contractor or Tribal ALTCS Program seeks an Out-of-State placement:

1. A request for Out-of-State placement shall be submitted to AHCCCS as specified below, when it is determined that an ALTCS member's need for services cannot be met by existing providers within the State of Arizona.
2. The Tribal ALTCS Programs requesting Out-of-State placement approval for members being placed in one of the NFs in Utah or New Mexico shall submit a written request to the AHCCCS Division of Fee-For-Service Management (DFSM), using AMPM Exhibit 1620-7.
3. The ALTCS E/PD and DDD Contractors requesting Out-of-State placement approval shall utilize Attachment A, as specified in Contract, Section F, Attachment F3, Chart of Deliverables.
4. The ALTCS Case Manager shall submit Attachment B, as specified in Contract, Section F, Attachment F3, Chart of Deliverables if the out-of-State placement is expected to continue beyond the initial approval time period. The Request for Renewal shall be submitted prior to the expiration of the previous approval.