


<b>Name of Policy:</b> <u>Diagnostic Assessment</u> <b>Policy Number:</b> 3364-170-01 <b>Department:</b> UTMC Care Clinic/Ryan White Program <b>Approving Officer:</b> Chief Operating Officer - UTMC <b>Responsible Agent:</b> Program Director UTMC Care Clinic/Ryan White Program <b>Scope:</b> OP-Clinic-UTMC Care Clinic/Ryan White Program	  <b>Effective Date:</b> 05/01/2023 Initial Effective Date: 3/2023
<input checked="" type="checkbox"/> New policy proposal <input type="checkbox"/> Major revision of existing policy	<input type="checkbox"/> Minor/technical revision of existing policy <input type="checkbox"/> Reaffirmation of existing policy

**(A) Policy Statement**

A comprehensive diagnostic assessment must be completed prior to the initiation of any mental health services and in a timely manner as required by the Ambulatory Health Record Documentation Completion Policy. The only exceptions to this would be the delivery of crisis intervention mental health services or pharmacologic management services as the least restrictive alternative in an emergency.

**(B) Purpose of Policy**

Since a complete and accurate assessment drives the identification and delivery of patient/client care, treatment, and services needed, the purpose of this policy is to ensure a procedure is in place to obtain the necessary information to facilitate appropriate care.

**(C) Procedure**

1. The initial diagnostic assessment process must, and subsequent diagnostic assessments may, include:
  - a. The presenting problem
  - b. Screenings to assist in evaluating mood, anxiety, trauma, abuse, neglect, exploitation, and other symptom domains as deemed appropriated by the clinical provider
  - c. An age-appropriate psychosocial history, including emotional and behavioral problems and assessment, considering multicultural/ethnic influences
  - d. A diagnostic impression and treatment recommendations
2. As determined by the provider, any other clinically indicated areas should be assessed.
3. Family and/or guardian involvement is facilitated throughout the process as applicable.
4. Individuals are re-assessed as needed.
5. Diagnostic assessments may be accepted from prior evaluations that are less than twelve months old. The clinical record shall reflect that such assessments have been reviewed and updated when appropriate prior to the initiation of any mental health services.

<b>Approved by:</b>		<b>Review/Revision Date:</b>	
<u>/s/</u>	<u>05/10/2023</u>		
Christine Stesney-Ridenour Chief Operating Officer	Date		
<u>/s/</u>	<u>05/10/2023</u>		
Katie Himich Program Director	Date		
<i>Review/Revision Completed By:</i> <i>Agency Administration</i>			<b>Next Review Date:</b> 02/7/2026
<b>Policies Superseded by This Policy:</b>			