GPRA Assessment-Training Sheet

Any client receiving SOR-funded treatment and/or recovery services is required to complete three (3) interviews utilizing the Center for Substance Abuse Treatment (CSAT) Government Performance and Results Act (GPRA) Core Client Outcome Measures for Discretionary Services Programs at specific time-points:

- Intake – occurs within 24 hours of receiving first SOR-funded services.
- Discharge – occurs on last day client received SOR-funded services.
- Wayne State University evaluation team will handle the follow-up – occurs 6 months post Intake-interview date.

The completed GPRA assessment (Intake, Discharge, Wayne State University evaluation team will handle the follow-up) should be entered into the Qualtrics system within 48 hours of completion if not entered concurrently during GPRA interview.

I. New Admission

1. A SOR Grant insurance policy is required to be entered in the FOCUS system for all clients receiving SOR 4 services.
2. Providers must record collateral contacts in the spreadsheet and submit them monthly. This information should be documented on the GPRA tracking spreadsheet.
3. An intake GPRA must be completed within 24 hours of receiving SOR funded services.
4. SOR-funded clients must sign a release of information. The release of information must have an extended end date to reflect 9 months post discharge and must include the Wayne State University Evaluation Team.

II. Discharge

1. The Discharge GPRA assessment should be completed when the client is no longer receiving SOR4 funding. This may differ depending on the program type. For example, a client may enter a recovery home receiving 60 days of SOR 4 funding for services. If after the 60 days, the client becomes self-pay, the Discharge GPRA would be completed at the time they transition to self-pay.
2. If the client remains funded under SOR 4 for the entire duration of their service, then the Discharge GPRA would be completed at time of discharge from the program.
3. If the client is still in services at time of discharge, the Discharge GPRA should be completed with the client face to face.

4. If the client is no longer in services at time of discharge (i.e.. Left against advice, etc.), contact should occur via phone to attempt completion of the assessment. If you are unsuccessful in your efforts to reach the client to complete a Discharge GPRA, an administrative Discharge may occur.
5. If the Discharge GPRA is not completed with the client, you may not request reimbursement.

III. GPRA Reimbursement

1. The GPRA Assessments (Initial and Discharge) must be completed with the client to submit a request for reimbursement.
2. Under the section of the assessment labeled "GPRA Interview Date," providers will select if the assessment was completed with or without the client present. If selected, "No Interview Completed" for the Intake or Discharge, providers cannot submit for reimbursement.
3. The completed GPRA assessment must be submitted timely into the Qualtrics system before reimbursement can be requested.
4. Once the assessment has been submitted, save a copy of the assessment in PDF, and submit it with monthly billing to receive payment.
5. The reimbursement rate for a completed GPRA that meets the above requirements is $100.
6. All GPRA related billing must be submitted to mcosagrants@mccmh.net to be processed.

IV. Administrative Discharge

1. If a client leaves a program unexpectedly before a Discharge GPRA can be completed, the program may complete an administrative discharge only for the Discharge GPRA.
2. Please reach out to MCCMH-SUD staff prior to completing an administrative discharge.
3. If the client is open to a different MCCMH-SUD provider and has a valid SOR 4 release of information completed, MCCMH-SUD staff will attempt to link the provider with the client to coordinate the completion of the Discharge GPRA. If MCCMH-SUD staff determines that the client is no longer open to one of our service providers, SOR Coordinator will instruct the provider that they may complete an administrative discharge.
4. If the program has documentation that the client is deceased, the provider should notify the SOR Coordinator to inform them that an administrative discharge will take place.