

## Provider Memo

**To:** All RTF and TCM Providers  
**From:** PerformCare  
**Date:** October 21, 2020  
**Subject:** MH 20-102 RTF Packet Attachment 8

---

PerformCare is discontinuing the need for an Attachment 8 as part of a complete Residential Treatment Facility (RTF) request, as it is not required per Appendix BB.1 of the HealthChoices Program Standards and Requirements (PSR). Effective immediately, Attachment 8 will no longer be required and a valid RTF request will now consist of:

- PerformCare Child/Adolescent Services Submission Sheet
- Psychiatric Evaluation
- ISPT Sign-in Sheet
- ISPT Summary
- Proposed Treatment Plan (if initial RTF request ONLY)
- Updated Treatment Plan (if re-authorization RTF request ONLY)

All RTF requests should continue to be submitted electronically.

It should be noted that Attachment 8 is still required for a RTF request under Fee for Service in the event that a member's eligibility changes from HealthChoices to Fee for Service.

Thank you for your work and commitment to our Members. Please direct any questions to your Account Executive.

cc: Lisa Hanzel, PerformCare  
Scott Suhring, Capital Area Behavioral Health Collaborative  
Missy Reisinger, Tuscarora Managed Care Alliance  
Lynn Páscoa, Dauphin County Child and Adolescent Mental Health Services  
Deb Louie, Dauphin County Child and Adolescent Mental Health Services  
Megan Johnston, Cumberland/Perry County CASSP  
Melissa DeTraglia, Cumberland/Perry County CASSP  
Janina Mauser, Lebanon County, CASSP  
Kim Lucas, Franklin/Fulton County, CASSP  
Erica Scanlon, Lancaster County CASSP

---

Capital Members: 1-888-722-8646 Franklin/Fulton Members: 1-866-773-7917  
Providers: 1-888-700-7370 Fax: 1-855-707-5823  
Mailing Address: 8040 Carlson Road Harrisburg, PA 17112