ADMINISTRATIVE POLICY STATEMENT D-SNP	
Policy Name & Number	**Date Effective**
Policy Development Process-DSNP-AD-1244	12/01/2023

A. Subject
Policy Development Process

B. Background
CareSource utilizes a systematic way to develop policies through a standard operating procedure that improves efficiency, increases productivity and quality, and provides consistent policy products to stakeholders and others. This process starts with the identification of a policy need, including policy intent and triage, and then, thorough research and collaboration leads CareSource to determine best practice for members.

According to the tenets of Mental Health Parity Addiction Equity Act (MHPAEA), coverage for the diagnosis and treatment of a behavioral health disorder will not be subject to any limitations that are less favorable or more restrictive than the limitations that apply to medical conditions as covered by CareSource policies. The policy development process ensures quality and consistency among both medical/surgical and behavioral health policies.

C. Definitions
Administrative Policies - Policies written to provide guidance to providers on administration of behavioral or physical health benefits.
AllMed - A vendor with independent, external review specialists, who complete impartial medical reviews prior to final medical policy approval and implementation.
Business Owner - An individual who identifies a gap in information or benefits and recommends or requests that a topic be researched for possible creation or clarification of medical necessity criteria, reimbursement information or administrative conditions to assist in providing consistent and quality services to CareSource members. The business owner supports the development of a policy.
Clinical Policy Governance Committee (CPGC) - The official governing body, comprised of medical and behavioral health subject matter experts charged with the approval of new or revised clinical policies relating to medical necessity determinations. The CPGC is responsible for determining whether the proposed clinical policy is clearly defined, clinically evidenced-based, assures a high level of member safety and quality of care, and articulates a business value.
Medical/Clinical Policies - Policies written with medical criteria, including current evidence-based research, best practice, studies, etc., which will determine what the member must meet for the provider to deliver a service.
PolicyTech - Policy and procedure lifecycle management software for policy development and revision designed to centralize, build, and simplify policy and procedure workflows. Users have tools, such as workflow automation, document creation andBT/F1 hvide mde creation t3(vu241.61 Tm2r i)5(on)3(,)-4()7( )]TE Tf1 0 0dpme/F1 hvide

The ADMINISTRATIVE Policy Stateme