



IDAHO DEPARTMENT OF  
**HEALTH & WELFARE**

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Date: August 7, 2015

To: BPA SUD Provider Network

From: Idaho Department of Health and Welfare, Division of Behavioral Health

RE: SUD Recovery Coach Reimbursable Services

Effective immediately, IDHW and IDJC will be reimbursing for Recovery Coach Services. IDOC is determining how they will add Recovery Coaching services to their SUD program, and will provide information later. ISC is not reimbursing for Recovery Coach services.

Now as its own billable RSS in WITS, Recovery Coaching will be reimbursed at the rate of \$10.00 per 15-minute unit. Authorizations will not exceed 192 units per 6 month episode and will be prorated accordingly for shorter authorizations.

### **Idaho Recovery Coach Certification**

This service is billable for credentialed Recovery Coaches only. Credentialing is offered through the Idaho Board of Alcohol/Drug Counselor's Certification (IBADCC). The credential became available for application July 1, 2015. For more information, go to [http://www.ibadcc.org/new\\_web/resources/news/news.shtml](http://www.ibadcc.org/new_web/resources/news/news.shtml)

Grace Period: Because many of Idaho's trained Recovery Coaches will need time to get the required experience for the IBADCC credential, the partners will offer a 2-year grace period, allowing Recovery Coaches trained in both Recovery Coaching and Ethics for Recovery Coaching under the Connecticut Community for Addiction Recovery (CCAR) model to bill for their services. If you currently employ a Recovery Coach who has not received the Ethics for Recovery Coaching training, please contact Michael Armand at [armandm@dhw.idaho.gov](mailto:armandm@dhw.idaho.gov).

Billing: Beginning July 1, 2017, Recovery Coaches will be required to have an IBADCC credential and be contracted through BPA to provide this service in order to be reimbursed by SUD funding Services must be requested through the Authorization Change Request process.

If your agency has a Recovery Coach on staff and would like to bill for services, you must complete the attached application to add a service and submit it to BPA. In addition, your agency will need to comply with the supervision requirements for Recovery Coaches, which is two hours a month of supervision by either a CADC or clinical supervisor utilizing the attached Performance Enhancement Form. Also attached, you will find the Idaho Recovery Coach Code of Ethics.

The following is a description of Recovery Coach reimbursable services and non-reimbursable services.

**Recovery Coaching Services:**

**Reimbursable services:**

The following may be billed by the Recovery Coach:

1. Face-to-face contact between the Recovery Coach and the client, client's family members, legal representative, primary caregivers, service providers, or other individuals directly involved with the client's recovery;
2. Telephone calls or e-mail contact between the Recovery Coach, and the client, client's family members, legal representative, primary caregivers, service providers, or other individuals directly involved with the client's recovery.

**Non-reimbursable services:**

The following cannot be billed:

1. Missed appointments;
2. Attempted contact or leaving a message;
3. Travel to provide services or transporting clients;
4. Group sessions; or
5. Recovery Coach services for clients under the age of 18.

If you have any questions, please contact Michael Armand – [ArmandM@dhw.idaho.gov](mailto:ArmandM@dhw.idaho.gov) 208-332-7238 or see Recovery Coach DBH standards link below.

<http://healthandwelfare.idaho.gov/Portals/Rainbow/Manuals/Mental%20Health/BHStandardseManual/NetHelp/index.html#!Documents/20recoverycoaching.htm>

**SECTION 6:****PROVIDER SPECIALTY ATTESTATION**

Facility Name: \_\_\_\_\_

Please check all areas you have clinical training/experience AND are currently willing to treat.**Populations:**

- Adults (18+)
- Adolescents (12-17)
- Children (Under 12)
- Veterans
- Hearing Impaired
- Gender Specific
  - Female
  - Male

**Languages:**

- Bilingual: Spanish
- Bilingual: French
- Bilingual: German
- Bilingual: American Sign
- Will work with Interpreter
  
- Other  
\_\_\_\_\_

**Offenders:**

- High Risk
- Medium Risk
- Low Risk

**Services Provided:**

- Adult Outpatient
- Adolescent Outpatient
- Adult Intensive Outpatient
- Adolescent Intensive Outpatient
- Adult Residential
- Adolescent Residential
- Adult Detox
- Adult Halfway Housing
- Adolescent Transitional Housing
- Adult Safe & Sober Housing
- Adolescent Safe & Sober Housing
- Adult Basic & Intensive Case Management
- Adolescent Basic & Intensive Case Management
- Adult Life Skills
- Adolescent Life Skills
- Adult Recovery Coach
- Adult Alcohol & Drug Testing
- Adolescent Alcohol & Drug Testing
- Adult Transportation
- Adolescent Transportation
- Childcare
- Dual Diagnosis Enhanced (ASAM)
- Dual Diagnosis Capable (ASAM)
- Medicaid IBHP Network Provider

**Idaho Recovery Coach  
Code of Ethics & Professional Conduct**

Preamble

The purpose of the Recovery Coach Code of Ethics is to outline the basic values and principles of recovery coaching practice. The Code shall serve as a guide for Recovery Coaches in Idaho by defining professional responsibility and ethical standards for the profession.

The primary responsibility of Recovery Coaches is to help individuals achieve their own needs, wants and goals. Recovery Coaches will maintain high standards of personal conduct, and will conduct themselves in a manner that fosters their own recovery. Recovery Coaches will be guided by the principle of self-determination for all, and shall serve as advocates for the people they serve.

Recovery Coaches will perform services only within the boundaries of their expertise. Recovery Coaches shall be aware of the limits of their training and capabilities, and shall collaborate with other professionals to best meet the needs of the person(s) served. Recovery Coaches will, at all times, preserve an objective and non-clinical professional relationship.

1. Recovery Coaches believe that every individual has strengths and the ability to learn and grow.
2. Recovery Coaches will advocate for the full integration of individuals into communities of their choice.
3. Recovery Coaches will respect the rights and dignity of those they serve.
4. Recovery Coaches will respect the privacy and confidentiality of those they serve.
5. Recovery Coaches will not abuse, intimidate, threaten, harass, make unwarranted promises of benefits, or use undue influence or physical force with anyone at any time.
6. Recovery Coaches will not practice, condone, facilitate, or collaborate in any form of discrimination on the basis of ethnicity, race, gender, sexual orientation, age, religion, national origin, marital status, political belief, or mental or physical disability.
7. Recovery Coaches will not engage in sexual activities with persons served, or members of the immediate family of person(s) served.
8. Recovery Coaches will not give or accept gifts of significant value from those they serve.
9. Recovery Coaches will not enter into dual relationships or commitments that conflict with the interests of those served.
10. Recovery Coaches will seek to role-model recovery.
11. Recovery Coaches will openly share their personal recovery stories with colleagues and those they serve.
12. Recovery Coaches will not abuse substances under any circumstances.
13. Recovery Coaches will not use derogatory language in their written and verbal communication to or about persons served. Recovery Coaches will ensure that all information and documentation provided is true and accurate to the best of his or her knowledge.
14. Recovery Coaches will keep current with emerging knowledge relevant to recovery, and openly share this knowledge with their colleagues and those they serve.
15. Recovery Coaches will not provide services or represent themselves as expert in areas for which they do not have sufficient knowledge or expertise.
16. Recovery Coaches shall disclose any existing or pre-existing professional, social, or business relationships with person(s) served. Recovery Coaches shall determine, in consultation with their supervisor, whether existing or pre-existing relationships interfere with the ability to provide recovery coaching services to that person. Recovery Coaches are responsible for setting clear, appropriate, and culturally sensitive boundaries with all persons served.

## Performance Enhancement Rating Form

### Monthly Update

Recovery Coach Name (RC):	
Date:	
Supervisor's Name :	
Observation Schedule	(Jan.) (Feb.) ( March) ( April) (May) ( June) ( July) ( August) (Sept.) (Oct.) (Nov.) (Dec.)

Competency Categories	*Rating (1-3) 1: Basic Knowledge 2: Competent Knowledge 3: Proficient Knowledge	
1. Advocacy	_____ _____	Area of Improvement needed:
2. Mentorship	_____ _____ _____	Area of Improvement needed:
3. Recovery/Wellness	_____ _____ _____	Area of Improvement needed:
4. Ethical Considerations	_____ _____ _____	Area of Improvement needed:

#### Basic Knowledge

RC has an understanding of basic techniques and concepts of competency. RC is expected to need assistance when performing this skill.

- Focus is on developing through on-the-job experience;
- RC understands and can discuss terminology, concepts, principles, and issues related to this competency;
- RC utilizes the full range of reference and resource materials in this competency

## **Competent Knowledge**

RC is able to successfully complete tasks in this competency as requested. Help from a supervisor may be required from time to time, but RC can usually perform the skill independently.

- Focus is on applying and enhancing knowledge or skill;
- RC has applied this competency to situations occasionally while needing minimal guidance to perform successfully;
- RC understands and can discuss the application and implications of changes to processes, policies, and procedures in this area.

## **Proficient Knowledge**

RC can perform the actions associated with this skill without assistance. RC is recognized within the organization as "a person to ask" when difficult questions arise regarding this skill.

- Focus is on broad organizational/professional issues;
- RC has consistently provided practical/relevant ideas and perspectives on process or practice improvements which may easily be implemented;
- RC is capable of coaching others in the application of this competency by translating complex nuances relating to this competency into easy to understand terms;
- RC participates in senior level discussions regarding this competency;
- RC assists in the development of reference and resource materials in this competency.