

CAPP

REFERRAL PROCESS DURING INITIAL IMPLEMENTATION

NOTE: NEW INSTRUCTIONS FOR USING THE CMEP PROVIDER PORTAL WILL BE POSTED BY JULY 31, 2023. ONLY REFERRALS MADE THROUGH THE PORTAL WILL BE ACCEPTED AFTER THAT TIME

Identify and contact provider

Identify a CAPP Provider using the CMEP Provider Portal.

Contact CAPP provider to ensure they can conduct the evaluation.

STEP 1

Request for authorization

Send completed "CAPP Authorization Request" to cmep_capp@med.unc.edu

with title: "CAPP Request."

STEP 2

Authorization approval

CMEP will review request and reply by email to CPS worker and CAPP provider if/when it has been approved. This will include a CAPP case number.

STEP 3

Schedule the CAPP

CPS worker and CAPP provider begin to coordinate scheduling.

CPS worker MUST complete [DSS-5401](#) and submit to provider before evaluation..

STEP 4

CAPP completed

CPS worker can expect to receive completed [CMEP CAPP Report](#) from the CAPP provider within 2 weeks of date of service.

STEP 5