



MACOMB COUNTY

COMMUNITY MENTAL HEALTH

Subject: Utilization Management	Procedure: General Fund Wait List	
Last Updated: 3/5/2026	Owner: Managed Care Operations	Pages: 3

I. PURPOSE

To provide guidelines for the development, maintenance, and reporting functions of a wait list for MCCMH services. This procedure applies only to individuals seeking to utilize general fund dollars for MCCMH services.

II. DEFINITIONS:

- A. Certified Community Behavioral Health Clinic (CCBHC):
A clinic designed to provide a broad array of mental health and substance use disorder services to individuals of all ages, regardless of ability to pay, including those who are underserved, have low income, have Medicaid, are privately insured or uninsured, and are active duty-military or veterans.
- B. Emergent Services:
Services for individuals in crisis that are at risk of harming themselves or others requiring immediate intervention including inpatient psychiatric hospitalization, partial hospitalization, crisis residential, and intensive crisis stabilization services.
- C. General Fund:
In Michigan, the General Fund is the primary operating fund of the state government, responsible for funding essential services. It receives revenue from various Michigan tax revenues. For the purposes of this procedure, general funds are appropriated by the State of Michigan Legislature to provide crisis services and other mental health services for individuals who are not Medicaid beneficiaries.
- D. Medical Necessity:
Determination that a specific service is medically (clinically) appropriate; necessary to meet needs; consistent with the person's diagnosis, symptomatology, and functional impairments; is the most cost-effective option in the least restrictive environment; and is consistent with clinical standards of care. The medical necessity of a service shall be documented in the individual plan of service (IPOS).

- E. Priority:
Preference for and dedication of a portion of resources to specified populations or services. Priority does not mean serving or funding the specified populations or services to the exclusion of other populations or services.
- F. Wait List:
A register of individuals determined to be eligible for public mental health services but are not receiving services due to inadequate funding capacity. Individuals may be placed on the wait list upon access to the MCCMH system or when active services are reduced or terminated.

III. PROCEDURE:

- A. The Michigan Department of Health and Human Services (MDHHS) requires Community Mental Health Services Programs (CMHSPs) to maintain a waiting list for persons that are not eligible for Medicaid or MI Child but would otherwise be eligible for public mental health services, if all service needs are not met due to the inability to financially meet requests for services.
- B. Waiting list requirements as established by MDHHS:
 - 1. Individuals with active Medicaid benefits shall not be placed on the waiting list.
 - 2. Priority on the wait list shall be based on severity of illness and urgency of need.
 - 3. Individuals determined to be of equal severity and urgency of need shall be served in the order in which they applied for services.
 - 4. Individuals who receive services on an interim basis that are other than those requested and deemed medically necessary shall remain on the waiting list for the specific service requested.
- C. Services provided by a CMHSP shall be directed to individuals who have a severe mental illness, serious emotional disturbance, or intellectual and developmental disability.
- D. Individuals will be referred to alternative services when necessary and available to meet their needs.
- E. MCCMH will set an annual general fund budget for support services and monitor utilization against this budget with service adjustments made as financial resources allow. A monthly budget for wait-listed services will be established based on non-Medicaid funds expected to be available.
- F. MCCMH will employ the waiting list for individuals who are seeking to utilize general fund dollars for non-emergent services.

- G. The waiting list must include the following information: type of service needed, diagnostic designation, age, gender, and length of time since the initial request for service. The order of priority on the waiting list shall be based on severity and urgency of need.
- H. Priority shall be given to the provision of services to individuals with the most severe forms of serious mental illness, serious emotional disturbance, or intellectual and developmental disability.
- I. The MCCMH Non-Medicaid Review Committee shall review the waiting list and available general funds to provide input to which services should be authorized in the following month.

IV. REFERENCES:

- A. Michigan Public Act 258 of 1974 Section 330.1124
- B. Michigan Public Act 258 of 1974 Section 330.1208
- C. Michigan Public Act 258 of 1974 Section 330.1275
- D. Michigan Public Act 258 of 1974 Section 330.2811

V. RELATED POLICIES:

- A. MCCMH MCO Policy 7-003 “Non-Medicaid Payment of Services”

VI. EXHIBITS:

None

Annual Review Attestation / Revision History:

Revision #:	Revision/Review Date:	Revision Summary:	Reviewer/Reviser:
1	1/15/2026	Creation of Procedure.	MCCMH MCO
2	3/5/2026	Implementation of Procedure	MCCMH MCO