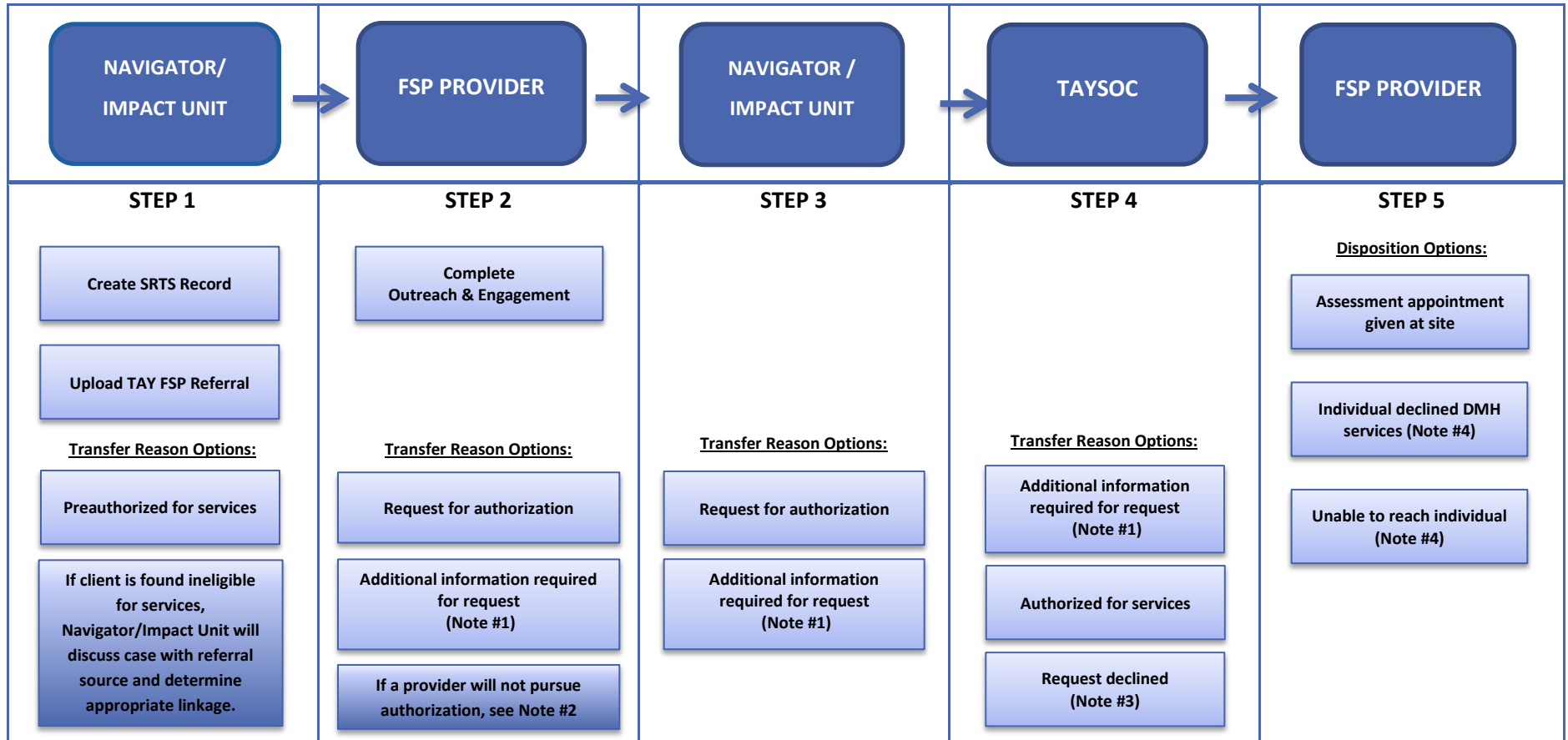


**COUNTY OF LOS ANGELES – DEPARTMENT OF MENTAL HEALTH
SERVICE REQUEST TRACKING SYSTEM (SRTS)**

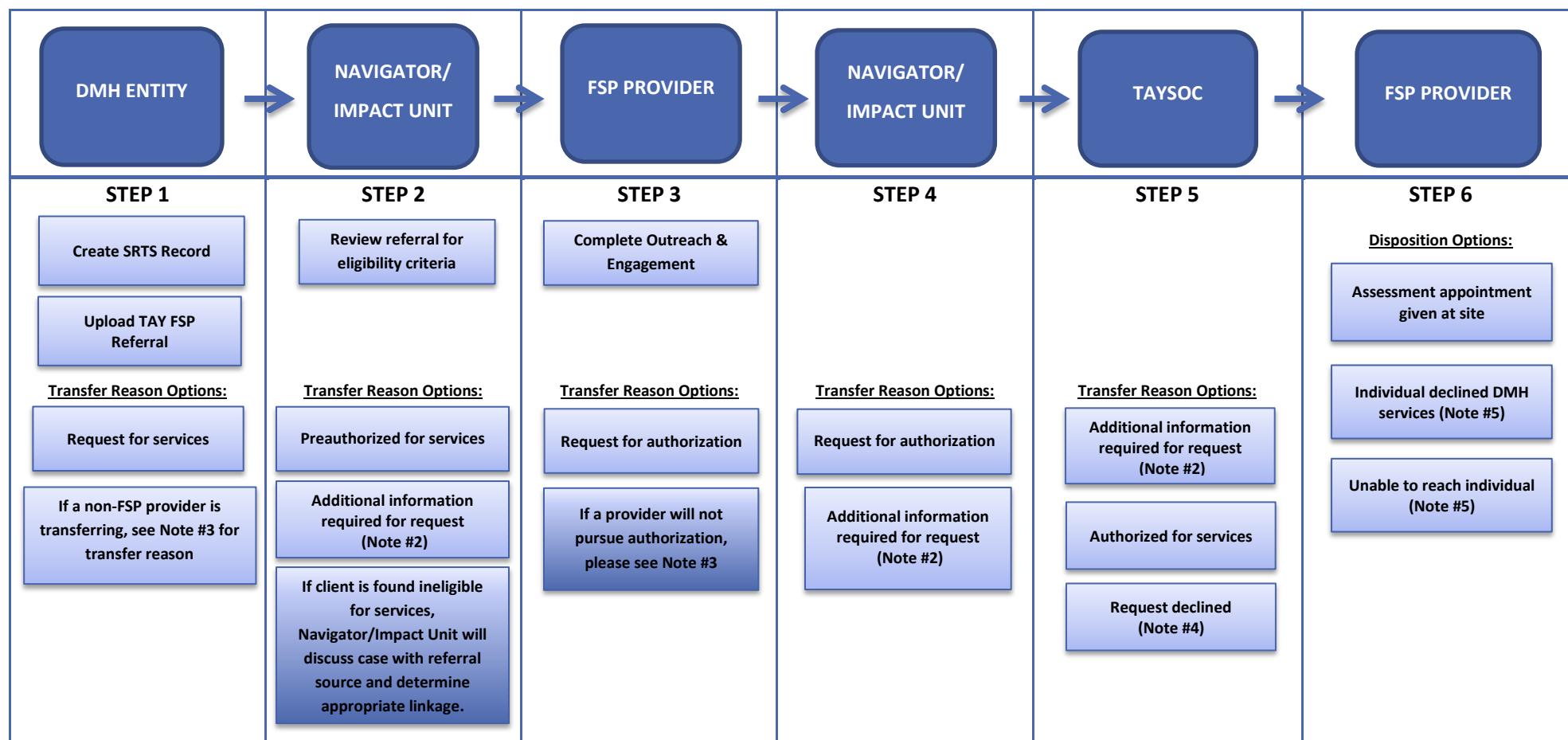
**TRANSITIONAL AGE YOUTH SYSTEM OF CARE (TAYSOC) FULL SERVICE PARTNERSHIP (FSP) SRTS WORKFLOW
AUTHORIZATION – REFERRAL BEGINNING WITH NAVIGATOR / IMPACT UNIT**



- Note #1:** If the Navigator or TAYSOC needs additional information to determine approval for the request, they will transfer the record back to the FSP provider or Navigator with the transfer reason of “Additional information required for request.”
- Note #2:** Providers not pursuing authorization must discuss the case with the Navigator/Impact Unit to determine whether a disposition should be entered (i.e. close the record) or transfer the record back to the Navigator or another agency to ensure linkage.
- Note #3:** If a request for authorization is declined, TAYSOC will transfer the record back to the Navigator/Impact Unit for linkage. Navigator/Impact Unit will discuss linkage with FSP provider.
- Note #4:** If the FSP provider selects anything other than “Assessment appointment given at site” as a disposition, they must notify the Navigator/Impact Unit and consider Inactive Status.

**COUNTY OF LOS ANGELES – DEPARTMENT OF MENTAL HEALTH
SERVICE REQUEST TRACKING SYSTEM (SRTS)**

**TRANSITIONAL AGE YOUTH SYSTEM OF CARE (TAYSOC) FULL SERVICE PARTNERSHIP (FSP) SRTS WORKFLOW
AUTHORIZATION – REFERRAL BEGINNING WITH DMH ENTITY**



- Note #1:** If a **non-FSP provider** is referring an individual/potential client for FSP services, use one of the following transfer reason(s): 1) "Specialty services are not available. Please describe specialty need in Comments section", 2) "Individual requires a different level of care", or 3) "This program is unable to serve the individual. Please select the reason and explain in Comments section".
- Note #2:** If the Navigator or TAYSOC needs additional information to determine approval for the request, they will transfer the record back to the FSP provider or Navigator with the transfer reason of "Additional information required for request."
- Note #3:** Providers not pursuing authorization must discuss the case with the Navigator/Impact Unit to determine whether a disposition should be entered (i.e. close the record) or transfer the record back to the Navigator or another agency to ensure linkage.
- Note #4:** If a request for authorization is declined, TAYSOC will transfer the record back to the Navigator/Impact Unit for linkage. Navigator/Impact Unit will discuss linkage with FSP provider.
- Note #5:** If the FSP provider selects anything other than "Assessment appointment given at site" as a disposition, they must notify the Navigator/Impact Unit and consider Inactive Status.