



COMMONWEALTH of VIRGINIA

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Executive Director

OFFICE OF CHILDREN'S SERVICES *Administering the Children's Services Act*

ADMINISTRATIVE MEMORANDUM #20-08

To: CPMT Chairs
CSA Coordinators

From: Scott Reiner, Executive Director 

Date: September 1, 2020

Subject: New Guidance Document – Utilization Review

The Office of Children's Services is pleased to announce the release of a new guidance document on conducting Utilization Review (UR) for CSA services. UR is a required CSA activity and this guidance document replaces previous materials. It includes examples of various forms of UR as well as providing principles for effective UR practices.

The new guidance document can be found attached to this communication as well as on the CSA website under *Resources > Guidance > Utilization Review*.

This document is the work of OCS Program Consultant Anna Antell. I thank Anna for her excellent efforts in preparing this guidance.

I am confident you will find this to be a useful resource as you seek to obtain improved outcomes and effectiveness of CSA funded services. As always, the staff at OCS are happy to respond to any specific questions you may have on this topic.