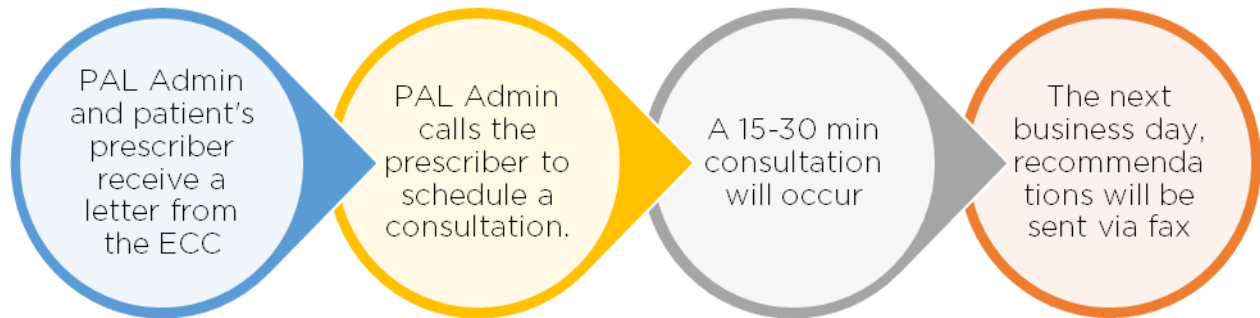


# PAL DD Consults

All Extraordinary Care Committee (ECC) requests regarding adult DD patients will be received and processed in the following manner.



1. PAL Administration and the patient's mental health prescriber will both receive a letter from the Extraordinary Care Committee (ECC), outlining the need for a PAL provider-to-provider consultation.
  - a. The letter should be faxed to 206-985-3195; include the **(1)** prescriber's phone number and fax number and **(2)** patient name & DOB.
  - b. Please provide an email contact for the ECC representative making the request and, and if applicable, the caseworker's contact info.
2. PAL Administration will call the prescriber's clinic to set up a time for the PAL consultation.
  - a. These will typically be a 15-30-minute discussion depending on the complexity of the situation and the prescriber's level of engagement.
  - b. No records will be required to schedule the PAL consult, beyond the ECC's request.
  - c. If no consult is scheduled after 3 attempts to reach the prescriber, PAL Admin will notify the ECC via email.
3. At the time of the consultation, the prescriber and the PAL consultant will discuss the case. The PAL consultant will summarize their recommendations.
4. The next business day, the prescriber will receive a copy of these recommendations via fax.