**Sonoma County**

**Avatar Procedure**

**Location of Service Definitions**

**Directions:** Each Specialty Mental Health Service must have a service location identified in the corresponding Progress Note. Below is a list of the service locations to describe where the specialty mental health service was provided:

<table>
<thead>
<tr>
<th>LOCATION CODE FOR SONOMA COUNTY BEHAVIORAL STAFF (SCBH) ONLY</th>
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</table>
| **1. Crisis Stabilization** -
  Crisis Stabilization is a service delivered in a certified location that lasts less than 24 hours with the purpose of diagnosing and treating urgent or emergency Mental Health conditions. The Crisis Stabilization location code can only be used by SCBH Crisis Stabilization staff. All other staff is to use Field or Phone when providing services to a client located in the Crisis Stabilization certified location. |

| **2. Field** -
  Field is any location where face-to-face specialty mental health services are provided outside of the office except when providing services located at:
  a) Health Clinic/ER/Medical Hospital
  b) Home of the client
  c) Homeless Shelter or Emergency Shelter
  d) Inpatient Psychiatric Facility
  e) Jail/Juvenile Hall
  f) PES (Psychiatric Emergency Services)
  g) Phone
  h) Residential Care-Adults
  i) Residential Care-Children
  j) School
  k) Sutter |

| **3. Health Clinic/ER/Medical Hospital**
  Health Clinic/ER/Medical Hospital is used as the location when face-to-face specialty mental health services are delivered in a Health Clinic, Emergency Room or Medical Hospital, except for services provided at Sutter (use the Sutter Location below). |

| **4. Home**
  Home is the location used when face-to-face specialty mental health services are delivered in a private residence that is not a Residential Care Facility. Home includes Board and Care Homes and Room & Boards. |

| **5. Homeless Shelter or Emergency Shelter**
  Homeless Shelter or Emergency Shelter is used when face-to-face specialty mental health services are delivered in a Homeless Shelter or Emergency Shelter. |

| **6. Inpatient Psychiatric Facility**
  Inpatient Psychiatric Facility is the location used when face-to-face specialty mental health services are delivered in a Psychiatric Hospital that provides inpatient psychiatric services for the diagnosis and treatment of a mental illness on a 24-hour basis under the supervision of a physician. |

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7. **Jail/Juvenile Hall**
Jail/Juvenile Hall is used when face-to-face specialty mental health services are delivered in Jail or a Juvenile Hall facility.

8. **Office**
Office is used when face-to-face specialty mental health services are delivered in a facility where health professionals routinely provide specialty mental health services; including mental health assessments, diagnosis and treatment. Office also includes Day Treatment services.

9. **PES (Psychiatric Emergency Services)**
Psychiatric Emergency Services is a certified location where mental health professionals provide face-to-face specialty mental health assessments, diagnosis and treatment to individuals experiencing a mental health crisis.

10. **Phone**
Phone is used as the location code when specialty mental health services are provided by telephone to or on behalf of a client. Phone is used for all telephone services, regardless of where other person was located during the phone call.

11. **Residential Care-Adults** (18 years and older)
Residential Care-Adults is used when face-to-face specialty mental health services are delivered in 24-hour residential facilities where the adult is receiving treatment. This includes Institutes for Mental Disease (IMDs), Social Rehabilitation Facilities, Skilled Nursing Facilities (SNFs), Mental Health Rehabilitation Centers (MHRC's) and Group Homes.

12. **Residential Care-Children** (Under 18 years old)
Residential Care-Children is used as the location when face-to-face specialty mental health services are delivered in 24-hour residential facilities where the child is receiving treatment. This includes Group Homes, Social Rehabilitation Facilities and Skilled Nursing Facilities.

13. **School**
School is used as the location when face-to-face specialty mental health services are provided in any facility that has the primary purpose of education.

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**LOCATION CODE FOR SONOMA COUNTY BEHAVIORAL STAFF (SCBH) ONLY**

14. **Sutter**
Sutter location is used when face-to-face specialty mental health services are provided at Sutter Emergency Room or Sutter Hospital Room. This location code is mostly used by Psychiatric Emergency Staff (PES) staff when they are providing services in the Sutter Emergency room. Staff is to use “Health Clinic/ER/Medical Hospital” location when providing specialty mental health services in all other Hospitals (such as Kaiser, Memorial).