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July 25, 2007

ADPA BULLETIN NO. 07-02

TO: Executive Directors
Proposition 36 Contract Treatment Providers

FROM: Patrick L. Ogawa, Director
Alcohol and Drug Program Administration

SUBJECT: **UPDATE ON PROPOSITION 36 DISCHARGE PROCEDURES**

This is to provide you with clarification on the Los Angeles County Alcohol and Drug Program Administration (ADPA) discharge procedures for Proposition 36 participants under LACPRS and TCPX after completion of primary treatment.

ADPA collects data for evaluation purposes through the Los Angeles County Participant Reporting System (LACPRS) and the Treatment Court Probation Exchange (TCPX). The purpose of the LACPRS system is to collect data about client demographics and status. Information is used by the State to allocate funds; make Statewide comparisons; and to determine counties' completion rates. The TCPX system, on the other hand, was developed to provide an automated method for tracking and reporting on Proposition 36 defendants from the eligibility process through program completion or termination.

In order to collect accurate data and reflect completion and/or discharge rates, we are requesting that all treatment providers discharge participants from the LACPRS after their primary treatment episode is completed. Treatment providers must discharge participants from LACPRS when the participant:

- Completes their primary treatment episode in Outpatient Services, Day Care Habilitative, or Residential Services and is transferred to Continuing Care; or
- Completes their primary treatment episode in Residential Treatment and is transferred to Outpatient Counseling or vice versa; or
- Completes their primary treatment and is not referred to Continuing Care; or
- When the participant changes treatment location.

In TCPX, the treatment provider must update the "Move Client to Continuing Care" status when the participant completes their primary treatment and is transferred to Continuing Care.

The treatment provider shall discharge the participant from the TCPX system when:

- The participant completes their Continuing Care; or
- Completes Residential Treatment and is transferred to Outpatient Services or vice versa; or
- The participant completes primary treatment and is not transferred to Continuing Care; or
- When the participant changes treatment location.

If you have any questions or need additional information, please contact your assigned Contract Program Auditor or the Proposition 36 Helpline at (888)742-7900, Monday to Friday, from 8:00 a.m. to 5:00 p.m.

PLO:yl

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