

**County of San Diego
Health and Human Services Agency
Alcohol and Drug Services**

Waitlist Services Guidelines

Each contracted Regional Recovery Center shall implement waitlist services for individuals waiting to access treatment in any program throughout the County. The Regional Recovery Center shall maintain communication with programs and referral sources regarding waitlist participation, using the “Participant Status Report - Waitlist Services” as follows:

- Any negative event occurring while the individual is participating in waitlist services (examples of negative events include positive drug test, refusal to test if requested by the program, non-compliance with program rules)
- If the individual is removed from waitlist services, or transferred to treatment

Services Provided

Individuals will be required to participate in at least three activities per week. At least one of the activities must consist of a facilitated group at the Regional Recovery Center, while the remaining activities may consist of documented attendance at self-help meetings, or attendance at additional facilitated groups.

Cost of Waitlist Services

Participants will be charged \$5 per week for waitlist services. No fee waivers will be available.

Drug Testing

Participants in waitlist services will not be routinely drug tested. If the participant requests a drug test, one will be conducted at a cost of \$25. If the program suspects the participant is under the influence while at the program site and the participant denies it, the program will conduct a drug test at a cost of \$25 to the participant.

Documentation

Each Regional Recovery Center shall implement a system to maintain the following documentation for individuals participating in Waitlist Services:

- Any necessary Releases of Confidential Information
- Basic participant contact information (name, address, phone numbers)
- Attendance
- Fee Payments

Removal from Waitlist Services

A participant will be removed from waitlist services for the following reasons:

1. Non-compliance, as demonstrated by 2 consecutive weeks of failing to contact the program, or 2 consecutive weeks of non-payment, or serious violation of program policies. For those individuals removed from the waitlist due to non-compliance, the Court shall re-refer them to the program.
2. Acceptance into a treatment program. For those individuals who are accepted into a program and choose not to enroll, they will be removed from the waitlist.