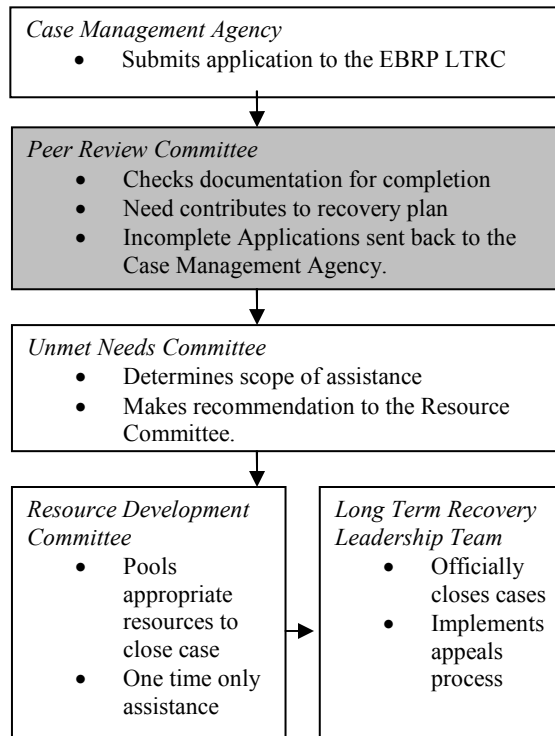


Peer Review Committee

Purpose: Reviews unmet needs cases that we will receive from case managers.

The Peer Review Committee is involved with the first step in the application process for unmet needs. The committee reviews all documentation, screens for eligibility, and makes recommendations for the Unmet Needs committee.

The chart below illustrates the basic application process:



The Peer Review committee will review applications for the following:

(The attachments indicated below have been developed and will be provided)

- 1) Ensure that complete documentation is provided including: Applicant Application, Presentation of Need by Case Management Agency (Attachment II), and the Applicant Functioning Recap (Attachment III)
- 2) Scan of CAN and Servicepoint databases to ensure complete case documentation and prevent duplication of efforts
- 3) Ensure that the application is being presented by an established case management agency (Attachment I)
- 4) Ensure that the presenting request meets the requirement that all potential resources have been exhausted, sometimes referred to as “the table of last resort.”
- 5) Rank eligibility of the application using the eligibility checklist (Attachment IV)
- 6) Make recommendations for the application (Attachment V)

Meetings:

Meetings for the Peer Review committee are called as the East Baton Rouge Parish Long Term Recovery Committee receives cases.