

## Clearinghouse FAQ's

*Lehigh County Conference of Churches, 534 W. Chew Street, Allentown, PA 18102*

*Phone: 610-841-1370 Fax: 610-841-1377 Web: [www.lehighchurches.org](http://www.lehighchurches.org)*

What is the mailing address of the program? The mailing address is the main office of the Lehigh County Conference of Churches, 534 W. Chew St. Allentown Pa. 18102

What is the physical address of the Clearinghouse office? The physical office for Clearinghouse is located at 542 Hamilton St. Suite #202 Allentown Pa. 18102

What is the phone number or fax number for Clearinghouse? The phone number at the Clearinghouse office is: 610-841-1370. The fax number is: 610-841-1377.

What are the hours the office is open? The Clearinghouse office is open to the public from 9am to 4pm Monday to Friday. Please note Clearinghouse policy states 2 staff must be present for customers to be seen. Intake hours are from 10am-12pm and 1pm-3pm Monday to Friday.

How do I get into the office at Hamilton St? The office on Hamilton St. has a security system and customers must follow the directions at the outside door to gain access. Once inside go up the stairs and straight ahead to Suite #202 and ring the door bell.

Where can I park? On street meter parking is available but scarce. Please allow time to find a parking space in the area before an appointment.

Do you take walk-ins? Walk-in appointments are generally not taken, however customers are welcome to visit our Pathways office located at 544 Hamilton St., Ground Floor, Mon – Fri 9:30 a.m. – 12 p.m. for I&R referrals.

What are the eligibility criteria or requirements for this program? To be eligible for this program you **must have serious and persistent mental illness**, and you **must have extremely low income, and** be in **one of the following** groups: Adult Priority Group, or be a young adult (18-23) transitioning from youth services, or in a CRR (Community Rehabilitation Residences) and needs are better met in a PSH (Permanent Supportive Housing).

What is the Adult Priority Group?

In order to be in the Adult Priority Group, a person: must meet the federal definition of serious mental illness; must be age 18+, (or age 22+ if in special Education); must have a diagnosis of schizophrenia, major mood disorder, psychotic disorder NOS or borderline personality disorder (DSM-III-R diagnostic codes 295.xx, 296.xx, 298.9x or 301.83); and must meet at least one of the following criteria: A. (Treatment History), B. (Functioning Level) or C. (Coexisting Condition or Circumstance).

A. Treatment History

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1. Current residence in or discharge from a state mental hospital within the past two years; or
  2. Two admissions to community or correctional inpatient psychiatric units or crisis residential services totaling 20 or more days within the past two years; or
  3. Five or more face-to-face contacts with walk-in or mobile crisis or emergency services within the past two years; or
  4. One or more years of continuous attendance in a community mental health or prison psychiatric service (at least one unit of service per quarter) within the past two years' service (at least one unit of service per quarter) within the past two years; or
  5. History of sporadic course of treatment as evidenced by at least three missed appointments within the past six months, inability or unwillingness to maintain medication regimen or involuntary commitment to outpatient services; or
  6. One or more years of treatment for mental illness provided by a primary care physician or other non-mental health agency clinician, (e.g., Area Agency on Aging) within the past two years.
- B. Functioning Level Global Assessment of Functioning Scale (DSM-III-R, pages 12 and 20) rating of 50 or below.
- C. Coexisting Condition or Circumstance:
1. Coexisting diagnosis:
    - a) Psychoactive Substance Use Disorder; or
    - b) Mental Retardation; or
    - c) HIV/AIDS; or
    - d) Sensory, Developmental and/or Physical Disability; or
  2. Homelessness \*; or
  3. Release from criminal detention. \*\*

In addition to the above definitions of the Adult Priority Group, any adult who met the standards for involuntary treatment (as defined in Chapter 5100 Regulations – Mental Health Procedures) within the 12 months preceding the assessment, is automatically assigned to this high priority consumer group.

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\* Homeless persons are those who are sleeping in shelters or in places not meant for human habitation, such as cars, parks, sidewalks or abandoned buildings.

\*\* Applicable categories of release from criminal detention are jail diversion; expiration of sentence or parole; probation or Accelerated Rehabilitation Decision (ARD).