



THE PRIMARY CARE COMPANION FOR CNS DISORDERS

Supplementary Material

Article Title: The Psychiatric Assessment and Brief Intervention Program: Partnering With Primary Care Providers

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Disclaimer

This Supplementary Material has been provided by the author(s) as an enhancement to the published article. It has been approved by peer review; however, it has undergone neither editing nor formatting by in-house editorial staff. The material is presented in the manner supplied by the author.

Appendix 1.

Psychiatric Assessment and Brief Intervention Program Development: Year 1

	Oct 2015	Nov 2015	Dec 2015	Jan 2016	Feb 2016	Mar 2016	Apr 2016	May 2016	Jun 2016
Mission and vision	Developed PABI mission and vision.		Posted mission and vision on PABI webpage.						
Intake process	Developed PABI criteria. Revised intake form to include PABI criteria.	Regular ongoing check-in with intake team.							
Medical record documentation	Developed note template ^a and message to be sent to PCPs after first visit.	Periodic internal audit (by PABI director) of billing outcomes; improved documentation. Note template shared with other programs in psychiatry clinic; overall billing outcomes improved.							All note templates revised by clinic leadership.
Communication	Developed patient welcome letter.	Presented update at psychiatry clinic meeting & PGY3 case conference.	Developed PABI webpage (with communications team).			Presented update at psychiatry clinic meeting.		Revised patient welcome letter to include MS presence.	Presented update at psychiatry clinic meeting.
Collaboration with primary care (PC)	Met with PC leadership & BHN.	Interim email/phone communication as needed with BHN.				Met with PC leadership & BHN.	Interim email/phone communication as needed with BHN.		Met with PC leadership & BHN.
Team building	2 psychiatrists hired for PABI.	Psychiatrists working together; recruiting new team members.							1 psychiatrist left PABI.
Recruitment	Prepared job description for PABI PhD & LCSW.	Positions approved by HR & posted.	Interviewed applicants.	PhD offer made. Hire process started.	Additional psychiatrist recruitment started.		PhD joined team.	LCSW recruitment closed (no hire).	
Clinical work	2 psychiatrists provided psychotherapy & medication management.								Split treatment started.
Education	Explored options; planned for PGY1 rotation (not done due to PABI staffing changes).							MS3 longitudinal clerkship started.	
Outcome tracking	Developed patient log	Patient log continuously updated & reviewed by team.							
Administrative	Created PABI development work group ^b	Monthly work group meetings & interim email/phone/in-person communication as needed. Quarterly reports from PABI director to clinic & department leadership.							

^aAdapted, with permission, from another medical center's note template.

^bComposed of representatives from department leadership, psychiatry clinic leadership, practice manager, chief financial officer, and led by PABI director.

BHN = behavioral health navigator; LCSW = licensed clinical social worker; MS = medical student; PABI = Psychiatric Assessment and Brief Intervention; PC = primary care; PCP = primary care provider; PGY = postgraduate year (resident); PhD = clinical psychologist.

Appendix 1.

Psychiatric Assessment and Brief Intervention Program Development: Year 2

	Jul 2016	Aug 2016	Sep 2016	Oct 2016	Nov 2016	Dec 2016	Jan 2017	Feb 2017	Mar 2017	Apr 2017	May 2017	Jun 2017
Intake process			Revised PABI criteria to include referrals from non-PCPs.					Lean health change re: referral processing.	Lean health change re: transfer from PABI to other psychiatry programs.			
Communication					Presented update at Psychiatry clinic staff meeting.							
Team building	New psychiatrist joined team.	Team consolidation phase.										
Clinical work	Split treatment model continues.											
Education	MS3 longitudinal clerkship continues.											
Collaboration with primary care	Email/phone communication as needed with BHN.											
Outcome tracking	Patient log continuously updated & reviewed by team.											
Administrative oversight	Email/phone/in-person communication as needed. Quarterly reports from PABI director sent to clinic & department leadership.											

BHN = behavioral health navigator; LCSW = licensed clinical social worker; MS = medical student; PABI = Psychiatric Assessment and Brief Intervention; PC = primary care; PCP = primary care provider; PGY = postgraduate year (resident); PhD = clinical psychologist.

Appendix 2. Psychiatric Assessment and Brief Intervention Program Patient Log

Name	MRN	Age	Gender	PCP/ Referring MD	Dx 1	Dx 2	Dx 3	Dx 4	Date called	First seen	First seen by	Second seen	Second seen by	Last seen	Baseline PHQ	Final PHQ	Baseline GAD	Final GAD	Disposition
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GAD = Generalized Anxiety Disorder – 7 Item Scale score; MRN = medical record number; PCP = primary care provider; PHQ = Patient Health Questionnaire – 9 score.