

## Capacity Management Procedures

All residential substance abuse services in the North Carolina Perinatal Maternal & CASAWORKS Substance Abuse Initiative submit current bed availability to the Perinatal Substance Use Project by email by 4:00pm on Mondays. Programs that do not submit bed availability receive a follow-up email.

The following categories are reported:

1. **Beds Availability:** Unclaimed beds. The number does not include pending admissions.
2. **Referrals Pending:** Women who have an assessment scheduled with the program.
3. **Admissions Pending:** Women who have been assessed and have received an admission date.
4. **Waiting List:** Women, who have been screened, determined to be eligible, and have chosen not to be referred to another program. Interim services must be provided, including prenatal care and outpatient treatment. Programs maintain ongoing, regular contact with client.

The Perinatal Substance Use Specialist compiles all bed availability information and distributes it to the Bed Availability listserv maintained through the Alcohol Drug Council of North Carolina (ADCNC) on the subsequent Tuesday.