



Self-Referral System FAQ

1. **When is the Self-Referral System active?**
 - January 1, 2024
2. **What are the eligibility criteria for the self-referral system?**
 - Participant must be 18 years of age
 - Participant must be a resident of Indiana
 - Participant must have an annual income not exceeding 200%
 - Does **not** have an open case (no probation, parole, pre-trial, post-trial, community corrections, work release etc.). Prior conviction must have originated in Indiana within 10 years.
 - Individual must receive a referral **prior** to residing or receiving treatment at an agency
3. **Who is eligible to utilize the self-referral system?**
 - Individuals who are seeking services for mental health and substance use who are **not currently active in the criminal justice system**. Individual must have prior involvement in the criminal justice system within the past 10 years.
4. **Who is not eligible for the self-referral system?**
 - Criminal Justice Partners, participants on probation, parole, community corrections, pre-trial, pre-trial diversion, work release etc. are **ineligible** to utilize the self-referral system. PACE will not process referrals for these individuals.
5. **Can a criminal justice partner or provider use the self-referral system to refer participants?**
 - The self-referral system is used by the individual seeking services **only**. These individuals **do not** have an open case, and therefore do not have a CJP.
 - Referrals will not be processed for individuals with an open case who utilize the self-referral system. PACE will not process or respond to referrals which do not qualify. Criminal Justice partners should follow the regular Information Sheet method for submitting referrals.
6. **Can providers bring participants in who qualify for the self-referral and have them complete the forms while they are here?**
 - A criterion of the self-referral pilot is participants must follow the Recovery Works Policies and Procedures of receiving a referral prior to residing at a Recovery Residence or Treatment Provider. Participants who do not follow the eligibility criteria are ineligible for Recovery Works services.
 - Participant's who are sent to a provider by their CJP to complete a self-referral will not receive a response through the self-referral system. **All** participants must



utilize the Recovery Works process for securing a referral if Recovery Works is the intended payment method.

7. How can a participant access the self-referral system?

- The participant may access the self-referral system at:
<https://paceindy.org/recovery-works/>

8. How can participants with an open case receive a referral?

- Participants with an open case may continue to reach out to their criminal justice partner who will complete an Information Sheet.