Quick Guide to Understanding Outpatient Treatment Slots and Calculating Facility Slot Capacity and Individuals Served Annually

WHAT IS AN OUTPATIENT TREATMENT SLOT?

A behavioral health outpatient treatment slot is defined as a **treatment "chair"** an individual uses for receiving behavioral health treatment outpatient services that do not require overnight stays.

Behavioral health outpatient facility treatment slot count is defined as the existing number of treatment chairs a facility has, multiplied by how many times those treatment chairs are used in a **24-hour period**, based on the facility's plan of operation. See below: How to Estimate Treatment Slots.

SLOTS SHOULD INCLUDE:

X



TREATMENT CHAIRS **IN GROUP SESSIONS**



HOW TO ESTIMATE TREATMENT SLOTS FOR AN OUTPATIENT BEHAVIORAL HEALTH FACILITY

*This calculation applies to eligible BHCIP facility types from past and current funding rounds.

STEP 1

Note: Slot (chair) count does not include staff chairs or waiting rooms.



Count the maximum number of treatment chairs in **group** sessions.



Identify the maximum number of **group** sessions possible each day.

Total slot count for group sessions per day

EXAMPLE

6 Chairs (group)

2 sessions per day

12 Slots/day (group)

STEP 2

Note: Slot (chair) count does not include staff chairs or waiting rooms.

Count the number of allowed treatment chairs in offices used for individual sessions.

Identify the maximum number of **individual** sessions possible each day.

Total slot count for individual sessions per day

EXAMPLE



1 Chair (individual)

X

6 sessions per day

6 Slots/day (individual)

STEP 3

Total slot count for group sessions per day

Total slot count for individual sessions per day

Grand total of slot count per day in facility

EXAMPLE



12 Slots/day (group)

6 Slots/day (individual)

18 grand total slots/day

STEP 4

Grand total of slot count per day in facility

X

Number of days the facility is open per year

(remember to exclude nonbusiness days and holidays)

ESTIMATED NUMBER OF INDIVIDUALS SERVED IN OUTPATIENT FACILITY ANNUALLY

EXAMPLE



Facility open 249 days per year

(5 days per week x 52 weeks) - 11 federal holidays

individuals served annually



KEEP IN MIND!

slot capacity based on your facility plan of operation.

• This calculation tool will assist you in determining behavioral health outpatient treatment

- Many behavioral health outpatient treatment facilities have multiple rooms utilized for group sessions and multiple rooms utilized for individual treatment sessions—be sure to count all behavioral health chairs.
- The maximum occupancy of the facility (point in time) approved by the local fire authority differs from the facility's total slot count over a 24-hour period.





