

Communication Tree

Policy: The West Slope Casa Clinical Director will provide an up-to-date provider communication tree to ADAD and all WSC providers.

Procedure:

- 1. Communication Tree will include provider name & address, primary contact, phone, fax, & e-mail address of contact.**
- 2. Communication Tree will be updated and distributed electronically to all interested parties, as soon as any changes occur.**
- 3. Providers are to refer to the Communication Tree when contacting other WSC providers.**