

DSAMH Medication Unit and Mobile OTP Unit Policy

Division of Substance Abuse and Mental Health (DSAMH)

Policy Number: DSAMH038

Date Issued: 06/17/2022

Dates Reviewed: 08/02/2023; 08/14/2024; 05/22/2025, 06/23/2026

Dates Revised: 05/31/2023; 06/05/2024; 05/21/2025; 04/15/2026

Prepared By: DSAMH Policy Committee

Applicability:

1. DSAMH State Providers
2. Targeted Use Policy (Defined in scope)

Approved By: Joanna Champney, Director



Date Signed: June 24, 2026

I. PURPOSE

Increase community access to certified and licensed opioid treatment programs (OTP) to provide limited services to communities in remote and underserved areas.

II. POLICY STATEMENT

DSAMH shall support treatment programs by approving limited services at medication units or mobile OTP units as defined below, providing the agency is not operating a full program at those locations.

III. DEFINITIONS

“Certification” means the process by which DSAMH authorizes behavioral health services for Medicaid.

“License” means approval granted by the Division that authorizes a program to provide treatment of behavioral health disorders. Different types include full licensure, provisional licensure, and temporary licensure.

“Licensure” means the process by which the Division determines if a program is in compliance with State standards.

“Limited Service” means a specific range of services as compared to what would be provided at the primary site.

“Medication Unit” means a limited-service treatment facility, that is not located at the primary program location, from which licensed private practitioners and/or community pharmacists dispense or administer medications used in medication assisted opioid treatment.

“Mobile OTP Unit” means a portable medication unit that provides limited OTP services to remote and underserved areas for a licensed facility. The services may include administering and dispensing medications for opioid use disorder treatment, collecting samples for drug testing or analysis, dispensing take home medications, intake assessments, initiation of methadone or buprenorphine, and counseling.

“OTP” means opioid treatment program.

“Program” means the course of treatment used by an organization to provide a specific level of care of behavioral health treatment.

“Remote Unit” means a medication unit or mobile OTP unit that is not at the primary program site.

“SAMHSA” means Substance Abuse and Mental Health Services Administration.

“SOTA” means the State Opioid Treatment Authority.

IV. SCOPE

Opioid treatment programs licensed and certified by DSAMH that request approval to provide limited services at a remote unit from their primary location in a medication unit or mobile OTP unit.

V. PROCEDURES/RESPONSIBILITIES

- A. A program shall first obtain approval from the DEA, SAMHSA, and SOTA for a medication unit or mobile OTP unit prior to operating.
- B. The program shall obtain written approval from DSAMH to operate a medication unit or mobile OTP unit and complete the DSAMH Medication Unit and Mobile OTP Unit Application (DSAMH038A). All applications must be sent to DHSS_DSAMH_ProviderEnrollment@Delaware.Gov.
- C. DSAMH Medication Unit and Mobile OTP Unit Application must include the following details:
 - 1. Unit name (identify vehicle for Mobile OTP Unit or name for Medication Unit), phone number, and primary contact information,

2. Days of operation and hours of service per day,
3. Type of services provided,
4. Statement of need,
5. Names, titles, and credentials of staff and ability to work independently,
6. Supervisory support plan including the frequency and modality of supervision,
7. Emergency plan in event of crisis at remote unit location,
8. Utilization of a secure electronic health record,
9. Confidentiality plan specific to that remote unit location,
10. Informed consent provided to client that indicates limited services at the remote unit and information on services available at the main program site,
11. Main program site information, license/certification, and complaint process prominently posted within the public view of the clients at the remote unit,
12. Pictures of external building access and office space, or the vehicle, to be used by program staff,
13. Ability to identify clients served at remote units and provide list to DSAMH upon request,
14. Plan for securing medications and ensuring staff safety, and
15. The attestation that:
 - i. A notice to SAMHSA has been submitted and approval is pending,
 - ii. SAMHSA has been notified of the location of the medications unit(s) (medication unit only),
 - iii. Approval from SOTA has been received,
 - iv. Approval of the Drug Enforcement Agency (DEA) has been received,
 - v. The mobile OTP unit shall comply with all pertinent State laws and regulations (mobile OTP unit only), and
 - vi. The mobile OTP unit location shall comply with local ordinances (town, city, State) and, where required, have the permission of the site when necessary (mobile OTP unit only).

- D. DSAMH Provider Enrollment team shall complete an inspection of the remote unit in person or virtually.
- E. Once approval from DSAMH has been obtained, the provider is responsible for enrolling with Delaware Division of Medicaid and Medical Assistance (DMMA). The current place of service code is 27.
- F. DSAMH Medication Unit and Mobile OTP Unit License must be posted in a public place at the site. The public posting must include the following information:
 1. Unit name (identify vehicle for Mobile OTP Unit or name for Medication Unit), phone number, and primary contact information,
 2. Days of operation and hours of service per day,
 3. Emergency contact information,
 4. Type of services provided,

5. Main program site information, license/certification, and complaint process prominently posted within the public view of the clients at the remote unit.
 - G. Clients receiving services at the remote unit shall be provided and sign an informed consent that indicates their acknowledgment of the limited services at the remote unit and information on services available at the main program site.
 - H. Exceptions: Delaware State code [4.2.3](#) requires, “a separate application must be completed for each program at each location at which an agency intends to operate a substance use disorder and/or co-occurring program.” Services located at a remote unit operated under the program licensure and/or certification must be limited in nature. Programs that exceed this scope shall be required to apply for full licensure if services exceed approved written request.
 - I. DSAMH shall grant the provider organization a signed remote unit approval license or certification for each medication unit or mobile OTP unit with an expiration date that may not exceed program licensure or certification date. The provider organization shall post this license or certificate in a public area.
 - J. Clients engaged at the remote unit shall have access to full services at the primary site and be treated equally and equitably in all areas of service delivery as defined by licensure or certification standards.
 - K. When providers with an existing remote location approval file for a licensure or certification renewal, they shall include the remote location on the applications.
-

VI. References

- A. Delaware state code [4.2.3](#)
-

VII. POLICY LIFESPAN

This policy will be reviewed annually.

VIII. RESOURCES

- A. Delaware State Code Application Procedures [4.2.3](#)
 - B. <https://www.samhsa.gov/medication-assisted-treatment/otp-resources/program-changes>
 - C. DSAMH038A DSAMH Medication Unit and Mobile OTP Unit Application
-

IX. RELATED POLICIES

A. DSAMH039 Satellite Location Policy