




Department of Behavioral Health

Contracts Division
Substance Use Disorder Services

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SUD SERVICES BULLETIN

Title: Additional Provider Reporting Requirements 		Issue Date: July 13, 2015	Issue No.: 15-03
Approval: Joseph Rangel, Division Manager Contracts Division – Mental Health and Substance Use Disorder Services		Expiration Date: N/A	Supersedes Bulletin/SAS Letter No.: N/A
Function: <input checked="" type="checkbox"/> Treatment <input checked="" type="checkbox"/> Prevention <input type="checkbox"/> Education/Training <input type="checkbox"/> Fiscal <input type="checkbox"/> Other			

PURPOSE: The purpose of this Bulletin is to inform providers of additional reporting requirements necessitated by requirements in the State-County Agreement and by a recent Department of Health Care Services (DHCS) review of the County.

DISCUSSION: Through the monitoring review process, the County was informed by DHCS that documentation of the County's provider monitoring process does not sufficiently demonstrate how the County has established and is monitoring appropriate quality standards and abiding by the terms and requirements of the State-County Agreement. The County is now implementing several new processes to better monitor these standards and requirements. The following is a summary of these changes:

ADA and CLAS Self-Assessments: Shortly before their mandated annual site review, the County will notify the provider that the visit is imminent. The provider will be asked at that time to complete two County-issued self-assessment tools, one for Americans with Disabilities Act (ADA) compliance (Exhibit A) and the other for Culturally and Linguistically Appropriate Services (CLAS, Exhibit B) to be completed immediately. The final site review report will address any deficiencies found, including those discovered through the ADA and CLAS self-assessment evaluations.

Provider Waiting List Record: SUD Services Bulletin #14-05 (issued November 2015) discussed the need for providers to establish and maintain waiting lists in order to ensure that injecting drug users are provided with interim services while waiting for placement in a treatment program. The Waiting List Record (WLR) template and accompanying instructions were released with Bulletin #14-05, with providers being instructed to complete and submit the WLR to the County with their monthly invoice effective January 2015.

Drug Medi-Cal Changes: Per the State-County Agreement, the County is responsible for monitoring proposed reductions or changes in a contracted provider's Drug Medi-Cal (DMC)

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covered services. Each DMC treatment provider will be required to complete a monthly status report stating whether it is still active in the DMC program and declaring any proposed reductions or changes in its DMC covered services. DHCS must be notified 60 days prior to the effective date of any change. The provider must also report recertification-triggering events, such as changes in location, ownership, availability of services, or remodeling of its facility. For convenience, the monthly status report will be provided on the same file as the WLR on an additional sheet at the bottom of the page. This will be due with the invoice and the WLR, effective immediately.

Provider Information Updates: Additionally, providers will periodically be required to update agency information. The County maintains a list of treatment and prevention provider information that includes pertinent facts such as address, contact information, services offered, and population served. The County will email this summary sheet for the provider's program(s) as a Word document, requesting that any changes be noted on the document(s) and returned to the County. This is anticipated to be carried out on a quarterly basis.

REFERENCES:

State-County Agreement (Negotiated Net Amount), Exhibit A, Attachment I, Part V, Section 4, "Monitoring"

SUD Services Bulletin #14-05, "Waiting List Management Requirements"

SUD Services Bulletin #14-06, "Americans with Disabilities Act Compliance"

CONTACT:

Please contact your assigned analyst with any questions or concerns.