




DRUG MEDI-CAL (DMC) CERTIFICATION

Marisa Varond
Associate Executive Director, McAlister Institute

Tim Tormey
SUD Quality Management Coordinator, HHSa BHS QM



WELCOME & HOUSEKEEPING


Information presented is not intended as legal, business or accounting advice

Please consult your legal entity's resources for this type of advice as your needs may indicate.

This webinar is being recorded and will be made available for future use.

Callers are muted to decrease noise. Questions via chat/text.

OBJECTIVES




1. Understand Role of DHCS Provider Enrollment Division in the DMC Certification Process
2. Understand the initial DMC Certification Process and forms required
3. Review common "frequent errors" when submitting information to DHCS
4. Share programmatic experience and tips
5. Provide resources

THE APPLICATION PROCESS



Who is responsible for certification and why is there so much paperwork involved?

WHO IS RESPONSIBLE...?



Provider Enrollment Division (PED)

- Primary function is to ensure program integrity ("program integrity" = prevention of fraud, waste and abuse)
- Their job: keep known problem providers out of Medi-Cal (hence the need for "all that personal information.")
- Also in the position of identifying potentially problematic business relationships

WHY IS THERE SO MUCH INVOLVED....?



From CNN - 2013

- "Fraud is rampant in California's drug rehabilitation program, with clinics cheating taxpayers by billing for counseling that never happened"
- "Clinic operators are accused of pressuring staff to forge and falsify paperwork to pad bills"
- "California's Medicaid system, the biggest in the nation, paid \$94 million in the past two fiscal years -- half of public rehab funding -- to clinics that have shown signs of fraud or deceptive billing"

OVERVIEW OF INITIAL CERTIFICATION



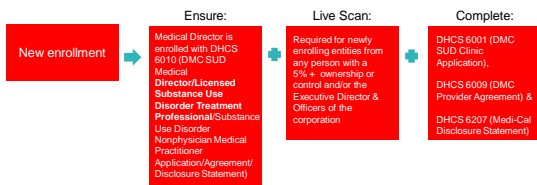
- Submission of all required forms, documentation and fees
- DHCS responds with Notice of Receipt
- There may be deficiencies in the application. Program response required

OVERVIEW OF INITIAL CERTIFICATION



- Once any deficiencies have been completely addressed, DHCS issues a Notice of Complete Application
- This is followed by a DHCS Site Visit (and follow-up, as needed)
- Once completed, DHCS sends a Certification Notice
- Finally, DHCS sends a Notice of Provider Numbers (DMC provider number and CalOMS ID)

THE APPLICATION PROCESS



Note: Each medical director only needs to enroll once & should list all locations where they plan to work

Note: Always check the DHCS PED website for current forms http://files.medi-cal.ca.gov/pubscoco/prov_enroll.asp#Forms

CONSIDERATIONS



- Read through the directions on the forms carefully!
- Inconsistencies in information can create deficiencies.
- Mark "N/A" when an item doesn't apply
- Fees must accompany applications
- Make sure to include all forms

PRACTICALITIES



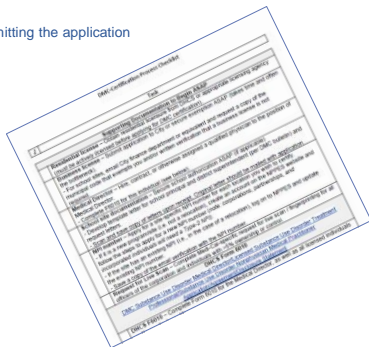
- Organize first, then complete applications



PRACTICALITIES



- Assembling/submitting the application



DEALING WITH DEFICIENCIES



- Make 2 copies of the notice: one for your file, one for your reference. Original will go back to DHCS with your response.
- Correct any deficiencies (blue pen, line through once, initial and date)
- Direct all questions to the assigned analyst
- Keep a log of any phone calls related to the application

DEALING WITH DEFICIENCIES



- Generate response letter outlining all corrections and additional changes
- Complete/sign cover letter with corrections. Keep a copy
- Keep copies of any pages that had corrections or DHCS Stamps/document numbers and replace those pages in your original file copy of the application.
- Mail application back to the assigned analyst via certified mail

DEALING WITH DEFICIENCIES



- Mail application back to the assigned analyst via certified mail
- DHCS PED will likely send another notice of receipt for the corrections
- If/when DHCS PED calls for additional information, you will have 48 hours to respond to their request via fax. Keep track of this type of contact.
- If difficulty reaching assigned analyst, follow up with email to DHCSDMCRecert@dhcs.ca.gov
- When all deficiencies addressed, receive notice of complete application.

BHS



- Keep your program COR informed of your process at each step of the way
- Email the BHS MIS team to request a new SanWITS facility profile once the application is submitted and when certification is received

ADS_data.HHSA@sdcounty.ca.gov



FINAL THOUGHTS



- Read the instructions carefully
- Read the instructions carefully
- Read the instructions carefully
- "Internal consistency" of information is key
- Do a complete "quality assurance" review of the completed forms and attachments prior to submission



RESOURCES



- Title 22
http://www.dhcs.ca.gov/services/adp/Pages/CA_Code_Regulations.shtml.aspx
- DHCS MHSUDS Information Notices and ADP Bulletins
<http://www.dhcs.ca.gov/formsandpubs/Pages/MHSUDS-Information-Notices.aspx>
- Drug Medi-Cal Billing Manual (June 2017)
http://www.dhcs.ca.gov/formsandpubs/Documents/DMC_Billing_Manual_2017-Final.pdf



RESOURCES



- DHCS Provider Enrollment Division (PED) contact information:
Email: DHCSDMCRecert@dhcs.ca.gov
Phone: (916) 323-1945
 - Provider Enrollment Division Quarterly Technical Assistance Calls
- Conference Call Information
Dial-in: (800) 475-0533
Participant access code: 96553
- DHCS Training Webinars and Resources:
<http://www.dhcs.ca.gov/provgovpart/Pages/Training-and-Informational-Resources.aspx>
 - Link to current DMC Forms:
<http://www.dhcs.ca.gov/provgovpart/Pages/DMC-Forms.aspx>



CONTACT INFO



Email County QM at
QIMatters.HHSA@sdcounty.ca.gov
(Emails are directed to the SUD QM team)