

SUD Substance Use Disorders

Unless explicitly stated in other portions of the newsletter, only the information in this section will apply to SUD programs.

Legal Action Center Releases Sample Updated 42 CFR Consent Forms

- On August 1, 2017, The Legal Action Center (LAC) published several sample consent forms for SUD programs.
- These new forms comply with changes made to the federal regulations governing confidentiality.
- Under the revised regulations, consent form requirements vary based on the type of recipient of information. Therefore, the LAC created 4 basic consent forms for the release of SUD information to:
 - Individuals
 - Entities that have treating provider relationships with the client
 - Third-party Payers
 - Entities that do not have treating provider relationships with the patient and are not third-party payers
- The LAC is in the process of developing a fifth sample consent form for use with a “general designation” of recipients.
- These forms may be a good resource in the development of your programs’ consent forms.
- To access these sample forms, go to: <https://lac.org/resources/substance-use-resources/confidentiality-resources/sample-forms-confidentiality/>

Upcoming Webinar on Submitting Initial DMC Certification Application

- The HHS BHS SUD team is hosting a webinar on DMC Certification. The session is intended for programs that have not yet been DMC Certified and might have questions about the forms/process.
- The webinar will be held Friday, September 15, 2017, from 10:00 a.m. to 12:00 p.m. It will be recorded for later use for providers unable to attend the live session.
- To register, email bhs-qitraining.hhsa@sdcounty.ca.gov

Reminder: Drug Medi-Cal (DMC) Billing

- Programs capable of billing DMC should do so first, for services meeting requirements as specified in Title 22.
- Other funding should be secondary when services are capable of being claimed to DMC.

DHCS Drug Medi-Cal (DMC) Technical Assistance Calls

- DHCS offers quarterly technical assistance calls to address questions regarding the DMC certification process
- The next call is scheduled for October 9, 2017 from 10:30 – 11:30 a.m.
- To participate, call (800) 475-0533 and use participant access code 96553

Reminder: ASAM Overview Webinars Available from BHETA

- There are two, one-hour recorded ASAM Overview webinars available via BHETA. For details on registration, go to <https://theacademy.sdsu.edu/online-training/> or contact the BHETA Help Desk at BHETA@mail.sdsu.edu

Save the Date –

- Next SanWITS Quarterly Users Group Meeting will be Monday, September 18, 2017
- Email the ADS help desk with any items you would like discussed during our meeting
- Your feedback is important

SanWITS and SSRS Trainings

- Monthly trainings are offered for both SanWITS and SSRS Reporting.
- Contact the ADS help desk at ADS_Data.HHSA@sdcounty.ca.gov to schedule trainings for new hires, refreshers, and basic and advanced SSRS reporting.
- New–SanWITS Non-billable Encounter training - Schedule staff by August 31, 2017, for trainings held in September
 - Data Entry for all Encounters will be implemented as of October 1, 2017
 - **This training will include additional data elements within the encounter for interpreter and language used to provide service to the client**

Is this information filtering down to your staff?

Please share UTTM with your staff and keep them *Up to the Minute!*

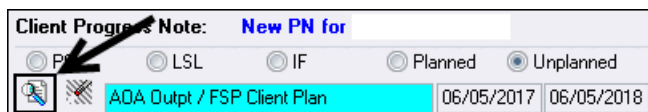
KNOWLEDGE SHARING

Client Plan Families

- As of July 1st, new Client Plan (CP) families became available for users and are based on the type of program.
- Please encourage staff to review with their Program Manager as to which CP family is applicable. We have been receiving QI Matters questions which have addressed confusion about selecting the correct type of plan, for example, ACT Client Plan or CYF Outpatient/FSP Client Plan, etc.

Group Progress Note Tip

- When entering a Group Progress Note, the system default is to store the note in the most recently dated Client Plan type folder.
- Verify the folder listed (in the below case, it is AOA Outpt/FSP Client Plan), and if that is not where the Group Progress Note should be stored, click on the magnifying glass to the left of the listed folder and select the appropriate Client Plan type folder.



- Please note that after saving the Group Progress Note for a selected client, it is not possible to adjust the Client Plan type folder. To correct, the note must be deleted and re-entered.

OPOH Update

- Section C—Updated with SUD language and there was an addition to the definition of Urgent Psychiatric Services.
- Section D—An addition of protocol for Missed Appointments.
- Section F—Updated information for obtaining beneficiary info materials. Updated definition of NOA for NOABD.
- Section H—Email for PIT was updated.
- Section N—Appendices removed and placed under the UCRM tab on Optum.
- Section R—Updated PIT and MIS contact information.

Check out the “State Health Information Guidance” June 2017

- Now Available on the Optum Website, under the References tab.

Consent for Services in Threshold Languages

- The Consent for Services in Arabic, Spanish, Tagalog, and Vietnamese are now available on the Optum Website under the UCRM tab. (Currently found in the Forms tab but will be moved to the UCRM tab.)

Pathways to Wellbeing (PWB) Update

- Please note there was a formatting error in the *Individual Progress Note-ICC Note* document that was e-mailed to providers on August 3, 2017. The corrected form is available on the PWB BHETA website.
- All Pathways to Well-Being bulletins, forms and explanations can be found at <https://theacademy.sdsu.edu/programs/bheta/pathways/>

Optum Organizational Provider Public Documents

OPOH:

- Section C – Accessing Services
- Section D – Providing Specialty Mental Health Services
- Section F – Beneficiary Rights Issue Resolution
- Section H – Cultural Competency
- Section N – Data Requirements
- Section R – Quick Reference

References:

- State Health Information Guidance June 2017

UCRM:

- BHA – ESU FORMFILL
- ICC PROGRESS NOTE EXPLANATION
- ICC PROGRESS NOTE FORM FILL
- CONSENT FOR SERVICES ARABIC
- CONSENT FOR SERVICES SPANISH
- CONSENT FOR SERVICES TAGALOG
- CONSENT FOR SERVICES VIETNAMESE

CCBH (formerly Anasazi) Secure Documents

Forms:

- Clinical Standards for Client Plans
- Client Plan Form Fill

Manuals:

- Additional Resources Client Plans and Progress Notes

TRAINING and EVENTS

❖ Adult/Older Adult Documentation Training

- Date/Time: **August 17, 2017**, 1:00pm to 4:00pm.

❖ Child/Youth Documentation Training

- Date/Time: **August 28, 2017**, 9:00am to 12:00pm.

- **All QM trainings are held at the 2-1-1 Connections Center at:** 3860 Calle Fortunada, Suite 101, San Diego, CA 92123. For directions, please use this link: <https://binged.it/29lQQ4W>.

- To register, RSVP to BHS-QITraining.HHSA@sdcounty.ca.gov and include the following:
 - Name of Person(s) Attending
 - Program Name
 - E-mail Address for Each Individual
- The maximum amount of people for this training is 40. If you register and need to cancel, please contact BHS-QITraining.HHSA@sdcounty.ca.gov to allow for others to attend who may be on the waiting list. Space is limited. This training fills up quickly. A confirmation e-mail will be sent to you upon registration.
- Parking information: Ample parking is available behind the building. Access to the building is through the front doors, and the doors are labeled as Suite 101. Once you enter the foyer, you will be required to check in and will be given a badge. Please allow a little extra time when arriving to park, walk to the entrance, and check in. An extra 15 minutes should be more than enough time.

❖ **Progress Note (PN) Rewrite**

- Classroom trainings will be held the week of **September 26th - 29th** in preparation for launching of a new progress note promotion to go Live October 2, 2017.
- We can accommodate two staff per program to attend.
- Registration for this PN training will open August 21st and can be done via Reg-On- Line.
- We anticipate the CCBH Live environment will be offline several days prior to October 2 to allow for promoting to the system. Be on the lookout for a memo coming out shortly for more details.



Now You're Up To The Minute!

Is this information filtering down to your clinical and administrative staff?

Please share UTTM with your staff and keep them *Up to the Minute!*

Send all personnel contact updates to QIMatters.hhsa@sdcounty.ca.gov