

QUALITY MANAGEMENT MEMO

COUNTY OF SAN DIEGO BEHAVIORAL HEALTH SERVICES

To: All non-OTP DMC-ODS Providers

Date: June 28, 2021

From: Michael Blanchard, Behavioral Health Program Coordinator, SUD – Quality Management

Re: Updating Treatment Plans to Reflect Changes in Levels of Care or Diagnoses

To all DMC-ODS Providers:

In an effort to provide additional clarification and reduce the risk of disallowance and recoupment, the SUD Quality Management Team has clarified the standards for updating treatment plans when there is a change in the Diagnosis Determination Note (DDN) and/or the client's Level of Care (LOC) Recommendation Form. These timelines are to ensure that all treatment plans are updated to contain all elements required by the Department of Health Care Services (DHCS). The following standards are effective **July 1, 2021**:

1. If the client is assessed to meet criteria for a new level of care in the same program, the treatment plan must be updated **within 7 calendar days (date of assessment + 6)** to match the Actual Level of Care indicated on the LOC Recommendation Form, or as part of the next service attended by the client if no service is attended in 7 calendar days. If the treatment plan is not updated within these time frames, it will be marked out of compliance during a Medical Record Review (MRR) or other chart reviews conducted by the SUD Quality Management team and is at risk of disallowance during a DHCS review.
2. If the DDN is updated, the treatment plan must be updated within **7 calendar days (date of assessment + 6)**, or as part of the next service attended by the client if no service is attended in 7 calendar days. This timeline is to ensure that all treatment plans are updated to contain all elements required by DHCS. If the treatment plan is not updated within these time frames, it will be marked out of compliance during an MRR or other chart reviews conducted by the SUD Quality Management team and is at risk of disallowance during a DHCS review. This may be updated at a later date pending further clarification by DHCS.

These standards will be monitored for any new DDNs, treatment plans, or LOCs that are created on or after **July 1, 2021**.

If you have any questions regarding these updates or completion of the forms, please direct them to the QI Matters email: QIMatters.HHSA@sdcounty.ca.gov