

Documentation Skill Building Workshops on Progress Notes

In the month of February, the County of San Diego HHS Behavioral Health Service SUD Quality Management team is pleased to offer two opportunities for developing a provider's documentation skill set through Skill Building Workshops. The focus this month is Progress Notes.

Due to limited available seating for the workshops, registration is required. If you are unable to attend, please cancel your registration as soon as possible so that those on the waitlist may register.

Please register by clicking on one of the following dates:

- Date: Wednesday, [February 19, 2020](#)
- Time: 1:30 p.m. to 3:30 p.m.
- Where: 2-1-1 Building (3860 Calle Fortunada, Suite #101, Haimsohn Room #114, S.D., CA 92123)

- Date: Monday, [February 24, 2020](#)
- Time: 1:30 p.m. to 3:30 p.m.
- Where: North Inland Live Well Center (649 West Mission Ave., Room D, Escondido, CA 92025)



DMC-ODS Documentation Trainings in March

Details regarding Documentation trainings during the month of March are coming soon! Look for an email with details on dates, times, locations and registration!

BHS SUD Treatment Provider Meeting

Meetings are typically held on the 3rd Tuesday of every month, 10:00 a.m.- 11:30 a.m.

- Next meeting: Tuesday, **February 18, 2020**, at 10:00 a.m. to 11:30 a.m.
- Location: Scottish Rite Center (Claude Morrison Room) 1895 Camino del Rio So., S.D. CA 92108

SUD Provider Quality Improvement Partners (SUD QIP) Meeting

Date: Thursday, **February 27, 2020**

Time: 10:00 a.m. to 11:30 a.m.

Where: National University (9388 Lightwave Ave, Room 118, S.D. CA 92123)

- The February meeting will feature guest presenters from JFS and CCHA to share more information on Beneficiary Rights and the NOABD process.
- Intended audience is QI/QA staff and program management. Space is limited to 50 attendees, please plan accordingly for who will attend from your program.
- Participation via WebEx is an option for those unable to travel. Further information will be sent by email prior to the meeting.

Reminder: Request Approval Prior to Use of Alternate Versions of County Required Forms

- If Programs want to use a different version of one of the required SUDURM forms or create one of the forms in their own EHR, then they must submit a request for approval to the County SUD QM Team.
- Please send the alternate version of the form for review to QIMatters.hhsa@sdcounty.ca.gov

Update: Additional Guidance from DHCS regarding Physical Examination Requirements

- DHCS was asked if it would consider a goal of “MD reviewing/signing the physical exam results” as meeting the physical exam requirement, if it was noted elsewhere on the treatment plan that a physical exam had been completed within 12 months of admission.
- DHCS responded “No,” this would **not** meet the physical exam requirements. Therefore, a specific goal to obtain a physical examination must be on the initial and updated treatments plan until physical exam results are in the client chart and have been reviewed by the program physician, **and** “the physician has typed/legibly printed their name, signed and dated documentation to support they have reviewed the physical examination results (with signature adjacent to the typed or legibly printed name.)”
- Stated another way, a goal that only addresses obtaining physical exam results or reviewing physical exam results will not be in compliance. The initial and updated treatment plan goal must be to obtain a physical examination and should remain on the treatment plan until the physical examination results have been received and the physician has reviewed them and signed documentation of the review as described above.
- Once the physician has reviewed the exam results to substantiate that the physical exam has been completed within the last 12 months, and has signed off on his/her review of the results as described above, the goal to obtain a physical exam can then be marked as resolved on the treatment plan.
- Monitoring to this updated guidance will begin March 1, 2020 and will apply to documentation completed on or after that date.



Reminder: Network Adequacy Requirements by the “Mega Regs”

- Per the Medicaid Managed Care Final Rule (Mega Regs), DMC-ODS pilot counties must complete the Network Adequacy Certification Tool (NACT) for all providers at the organizational (Exhibit A-1), site (Exhibit A-2) and rendering provider (Exhibit A-3) level.
- For more information on this requirement, please see the Mental Health and Substance Use Disorder Services (MHSUDS) Information Notice (IN) that was issued to address the federal network adequacy requirements at the following link: [Information Notice 18-011](#).
- Email correspondences regarding the NACT were disseminated to program managers earlier this month.
- All programs must verify the information provided in the NACT, make corrections if needed, and **add** any missing information.
- The deadline to submit a completed NACT to BHSQIPIT.HHSA@sdcounty.ca.gov is Friday, **February 21, 2020**.
- If you need assistance or have any questions, contact the Optum Support Desk at sdhelpdesk@optum.com or 1-800-834-3792.





“Young Adult Expansion” Eligibility

- According to the new California law effective January 1, 2020, full scope Medi-Cal will be given to the young adult population, between the ages of 19 through 25 regardless of their immigration status
- Please note that the State has not updated their system yet for the expanded services and programs are expected to keep track of the clients’ age.

LTC (Long Term Care) Aid Codes

- LTC aid codes are restricted to NTP services only.
- Programs must clarify with the client if the Medi-Cal eligibility verification response showing the LTC aid code is correct.
- If the client is no longer at the LTC facility, the program should refer the client to Medi-Cal to have the aid code updated to a regular DMC eligible aid code. LTC aid codes billed to DMC will be denied.

Important Reminder: All Programs - DSM 5 Diagnosis Descriptors

- As of Feb 1, 2020, new service codes were added to SanWITS with the DSM 5 Descriptors.
- Refer to memo [“DSM-5 Diagnostic Labels in SanWITS”](#) dated 1/22/20.
- It will be necessary to have all existing client’s diagnosis changed over by 6/30/20, at which time the old service codes will be expired.



SanWITS Quarterly Users Group Meeting for OTP Providers – Feb 2020

- Next meeting: Monday, March 16, 2020 (OTP Providers Only)
- Location: National University, 9388 Lightwave Ave, Ste 131, San Diego, 92123
- RSVP will be required to ensure we are able to accommodate participants due to room requirements.
 - Outpatient programs will meet – Apr, Jul, Oct, Jan
 - Residential programs will meet – May, Aug, Nov, Feb
 - OTP programs will meet – Mar, Jun, Sep (combining the users’ group with the OTP Provider meeting has been abandoned due to several factors)

Reminder: New DATAR Reporting Portal

- California Department of HealthCare Services (DHCS) has a new Application Portal that provides their customers with a single sign-on platform for applications that have been integrated with the Portal and up to date information on DHCS applications/systems. The new link is: <https://portal.dhcs.ca.gov/>.
- All staff that submit DATAR are expected to be setup in the new system by Jan 7, 2020. If you cannot access the new system, contact the SUD Support desk at SUD_MIS_Support.HHSA@sdcounty.ca.gov

Reminder: Disallowance Tip Sheet

- A tip sheet for how to process disallowances in SanWITS is available on the Optum website under the SanWITS tab at [https://optumsandiego.com/content/dam/san-diego/documents/dmc-ods/sanwits/Tip_Sheet - Steps for Disallowed Services.pdf](https://optumsandiego.com/content/dam/san-diego/documents/dmc-ods/sanwits/Tip_Sheet_-_Steps_for_Disallowed_Services.pdf)
- The tip sheet identifies 4 possible options for each encounter and guidance specific to each option.
- Because two options refer providers to the Billing Unit, the Billing Unit created tip sheets to assist with these options. Tips sheets are located on the [Optum website](#) under the Billing tab.



SanWITS Billing Classes

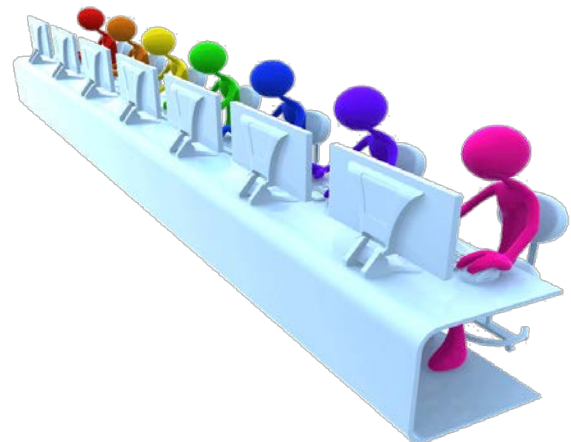
- Register with BHS Billing Unit ADSBillingUnit.HHSA@sdcounty.ca.gov
- Prerequisite required: SanWITS Basic training.

SanWITS Trainings

- Register online with RegPacks at:
https://www.regpacks.com/reg/templates/build/?g_id=100901152
- Registration will close 14 days prior to the scheduled class date in order to allow time for individual staff account setups and other preparation needed.
- Types of Training Classes:
 - SanWITS – Intro to Admin Functions – SanWITS functions that are applicable to All program types
 - Residential Facilities - Bed Management & Encounter Training
 - Outpatient / OTP Facilities – Group Module & Encounters Training
- All required forms are located on the “Downloadable Forms” tab and must be completed and returned to SUD Support at SUD_MIS_Support.HHSA@sdcounty.ca.gov at least 14 days prior to scheduled training. If the 3 forms are not submitted, you will not be able to attend training regardless of receiving training confirmation.
- Upon completion of training, competency must be shown in order to gain access to the system. If competency is not achieved, another training will be required before access is given.
- If you are unable to attend class, please cancel the registration as soon as possible.

Communication

- Billing questions? Contact:
ADSBillingUnit.HHSA@sdcounty.ca.gov
- SanWITS questions? Contact:
SUD_MIS_Support.HHSA@sdcounty.ca.gov
- DMC-ODS Standards/SUDPOH/SUDURM questions? Contact:
QIMatters.hhsa@sdcounty.ca.gov



**Is this information filtering down to your counselors, LPHAs, and administrative staff?
Please share the UTTM – SUD Provider Edition with your staff and keep them *Up to the Minute!*
Send all personnel contact updates to QIMatters.hhsa@sdcounty.ca.gov**