

APRIL 2016



QI ... UP TO THE MINUTE

AOD

ALCOHOL AND OTHER DRUGS

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

New Pocket Guide: Medication-Assisted Treatment of Opioid Use Disorder

- SAMHSA has released a new pocket guide for health professionals called “Medication-Assisted Treatment of Opioid Use Disorder.”
- The pocket guide offers a checklist for prescribing medication, U.S. Food and Drug Administration-approved medications for use in the treatment of opioid use disorder, Screening and Assessment tools, and best practices in patient care.
- To order (or download a copy) go to <http://store.samhsa.gov/product/SMA16-4892PG>.

Provider Agency and Facility Update Forms

- The Provider Agency and Facility Update forms for SanWITS were due March 31, 2016.
- Not all providers have submitted the forms yet: ADS_Data.HHSA@sdcounty.ca.gov.
- If you have any questions about completing these updates, please notify Cynthia Emerson at 619-584-3002.

MENTAL HEALTH SERVICES

ANNOUNCEMENTS

Updated Demographic Form

- Recently, a new version of the Demographic form was released, which includes an item on “Regional Center Involvement.”
- “Regional Center” in this instance refers to the San Diego Regional Center (SDRC), an agency providing services to persons with developmental disabilities (intellectual disabilities, cerebral palsy, epilepsy and autism). SDRC provides services for minors, adults and older adults.
- “Regional Center Involvement” means the client has an open case with SDRC.
- When completing the Demographic form, ask the client and/or family if they are receiving services through SDRC and record their answer (either “Yes,” “No,” or “Refused/Cannot Assess”).
- Additionally, the signature functionality has been updated to align with other assessment forms.
- The signatures are no longer radio buttons. They are now located within the “Validations” pane.
- To sign, left click on the hyperlink, select “Electronically Sign,” enter your CCBH password when prompted, select “Final Approve,” and enter your CCBH password again when prompted.

Appointment Reminder Calls

- Program Managers – If you are interested in your program using the automated appointment reminder system for your client appointments, email a request to QIMatters.hhsa@sdcounty.ca.gov.

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Recently Added to the Optum Website

Organizational Providers Public Documents

- [Beneficiary Tab](#): Grievance and Appeal Form – CCHEA OP Advocacy (in all threshold languages)
- [Beneficiary Tab](#): NPP Acknowledgement (in all threshold languages)
- [Beneficiary Tab](#): Grievance and Appeal Form – JFS Advocacy (in all threshold languages)
- [OPOH Tab](#): UM Request and Authorization Form-Fill Rv 12.01.15
- [UCRM Tab](#): 1.2b Demographic form fill 4 1 16.docx

CCBH (formerly Anasazi) Secure Documents

- [Manuals Tab](#): Admin Data Entry Resource Packet REV 3 2016.pdf

Forms & Documents



DSM-5 Autism Spectrum Disorder – Included Diagnosis???

- The DHCS has been very clear that the list of Title 9 Included Diagnoses has not changed, so Autism remains an excluded diagnosis for Specialty Mental Health Services.
- Programs have asked about how to transition to DSM-5, then, regarding the new “Autism Spectrum Disorder” diagnosis and the elimination of the “Pervasive Developmental Disorders” from the DSM.
- The answer is in ICD-10, which became effective in the U.S. on 10/1/15.
- ICD-10 has diagnostic codes for the “Pervasive Developmental Disorders” that are Included Title 9 diagnoses: Rett’s Syndrome, Other childhood disintegrative disorder, Asperger’s syndrome, and Other pervasive developmental disorder.
- See the crosswalk that was distributed by QM prior to implementation of ICD-10 for the codes that fall under the “Pervasive Developmental Disorders” category.

Newly Posted on the Optum Website

- A new form for acknowledgement of receipt of the Notice of Privacy Practices has been translated into the threshold languages.
- The forms have been posted to the Optum website.
- And coming soon – an update to Section H of the OPOH (the section on Cultural Competency).

Progress Note Corrections Reminder

- Progress note corrections require collaboration between clinical and administrative staff!
- Please be sure to refer to the Progress Note Corrections Packet (with 12 appendices) and the Progress Note Corrections Matrix for detailed instructions.
- To locate the packet, appendices and matrix, **log in** to the Optum website.
- Go to “CCBH (formerly Anasazi) Secure Documents”
- Go to the “Manuals” tab
- All of the progress note correction materials are available for download here.

Reminder: Recorded Webinar Sessions for Documentation Training Are Available!

- Do you have new staff that needs Documentation Training? Or staff who would benefit from a review of documentation standards?
- There are recorded webinar sessions available for “on-demand” viewing.
- Webinar content is the same as the content covered in “live” classroom sessions.
- Watch once or numerous times at your convenience!

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And now... you're up to the minute!!!

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- **Program Managers:** Email QI Matters to request a personalized link. Indicate if you are requesting links for the Adult or Children's version of the webinars.

Account Request Forms (ARF) Training

- MIS is happy to announce a training session for completing ARFs.
- The training is on Friday, May 20, 2016, from 1:30 - 4:00 p.m. at the BHS Administration building, 3255 Camino del Rio South, San Diego 92108
- To register for this training, please write to the MIS email: MH_MIS_SystemAdmin.HHSA@sdcounty.ca.gov.
- Space is limited!
- Training should be attended by program staff who typically complete ARFs.

BILLING

Z Codes

- There have been some issues with Z Codes not reporting correctly to the State for CSI reporting. This has caused some Z Codes to create billing suspense.
- Z6.14 and Z6.15 are being rejected by the State and have been deactivated in CCBH. These two codes can be included in the comments section on the Diagnosis form and addressed in the body of the BHA.
- Requests by programs for Z Code activation in CCBH is on hold for now. For any Z codes not currently in the system, document them in the comments section of the Diagnosis Form and address in the narrative of the BHA.

Suspense Code D

- There is a new suspense code "D" that will be tracked in CCBH. This new suspense code will suspend services when a service has been entered, but the progress note has not been final approved.
- **NOTE:** Service entry should only occur when the staff is ready to document the service and final approve the progress note.
- The goal of the new suspense code is to reduce the number of progress notes that are not final approved prior to the 14-day documentation requirement in order to claim for a service.
- The impact of having services documented beyond the 14-day requirement is **lost revenue**.
- Documentation standards remain the same. The best practice is to document the service and final approve all progress notes **within 5 business days** of the rendered service. Some programs may have a more strict policy.
- It should be the "**exception**" that a staff would final approve a progress note on the 14th day.
- Programs should be running their 3rd Party Billing suspense reports frequently.



Is this information filtering down to your clinical and administrative staff?
Keep them Up to the Minute!

And remember to send all personnel contact updates to QIMatters.hhsa@sdcounty.ca.gov