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## SmartCare Policy Memo

Date Issued	September 6, 2023
Number	2023-01
Topic	Use of CA ASAM
Applicability	<input type="checkbox"/> DMC-ODS SmartCare Providers – Full Clinical Functionality Only <input type="checkbox"/> DMC-ODS SmartCare Providers – Billing and Reporting Functionality Only <input checked="" type="checkbox"/> All DMC-ODS SmartCare Providers
From	Catherine Condon, AOD Administrator

### Policy

- All DMC-ODS Providers shall use the CA ASAM form for assessments, which is embedded in SmartCare. Please start using the CA ASAM as soon as feasible and no later than October 1, 2023. Data needs to be entered directly into SmartCare, rather than uploaded as a PDF, for State reporting purposes.
- For ASAMs that were completed from July 1, 2023 – September 30, 2023 using any assessment tool other than CA ASAM, please save as a PDF and upload it to the client's record in SmartCare utilizing the following naming convention: **ASAM -YYYY.MM.DD**
  - YYYY.MM.DD should be the date that the ASAM was signed (not the date it is uploaded)
- As a reminder, the counselor/LPHA conducting the assessment needs to also sign the CA ASAM in SmartCare.

### Background

- Utilization of the ASAM Criteria is required for DMC-ODS providers and Marin County BHRS is required to upload all ASAM data to DHCS. As data for the required reporting is from the Electronic Health Record, this policy enables the county to collect consistent information and report it to DHCS as required. [References: [BHIN 18-046](#); [BHIN 23-001](#)]

### Resources

Although the ASAM Criteria remain the same, the CA ASAM Form has some variance from the Assessment tool that DMC-ODS providers have been using. We encourage clinical staff to review the updated tool with their applicable staff. Additional resources include:

- CalMHSA SmartCare ASAM Assessment: CA ASAM Form – [Accessing in SmartCare](#)
- ASAM Resources - [ASAM Criteria](#)
- ASAM E-Trainings 1 and 2: For staff that have not yet completed the ASAM E-Trainings or need a refresher, please e-mail Cynthia Nisbet ([cnisbet@marincounty.org](mailto:cnisbet@marincounty.org)) and provide the name, role and email address of the staff member.