

DMC Timely Access to Services – **New Forms in SmartCare**

Link to Instructions

- **For Non-OTP:** <https://2023.calmhsa.org/how-to-complete-the-dmc-outpatient-timeliness-record/>
- **For OTP:** <https://2023.calmhsa.org/how-to-complete-the-dmc-opioid-timeliness-record/>
- This is required for State Reporting and important for assessing access to care and for continuous quality improvement
- There will be a “flag” set-up in SmartCare to prompt staff to complete this form when a client is enrolled
- **Implementation:**
 - For Outpatient and OTP LOCs: Use for all new admissions for **January 1, 2024** forward (no change from guidance issued on 1/10/2024)
 - For Residential and Residential WM: Use for all new admissions for **January 22, 2024** forward (updated guidance issued 1/18/2024)
 - You do **not** need to enter data retroactively from the above noted timeframes at this point