

**March 2025**

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**Next Clinical Documentation Training**

The next Clinical Documentation training will be held via Zoom on March 27, 2025, from 9:30-11:30am. Please email [BHR SQM@MarinCounty.gov](mailto:BHR SQM@MarinCounty.gov) to sign up.

**Updated Clinical Documentation Guide**

The BHRS Clinical Documentation Guide has been updated for March 2025. Please use this guide to help support compliance with CalAIM standards for clinical documentation for Medi-Cal billing.

Updates include:

- Added Crisis Assessment in Assessment section.
- Added Justice-Involved Re-entry Service
- Added Mobil Crisis Service
- Changed “beneficiary” to “member” to align with DHCS 2025 Member Handbook
- Added LPHA and LOCUS to Glossary
- Revised Minor Consent Section and updated Minor Consent criteria
- Added navigational links

Links to the BHRS Clinical Documentation Guide and Clinical Documentation Trainings are posted here:

<https://www.marinbh rs.org/providers/mental-health-providers/clinical-documentation-guide>

**Suggested Timeline for CalAIM Reassessments**

Even though assessments are no longer an annual requirement, CalAIM assessments on open clients should be completed as clinically appropriate. So, if it’s been over two years since your client received an assessment, it is highly recommended that appropriate staff complete an updated CalAIM assessment. This helps to focus treatment on clients’ current impairments, ensures clients are still eligible for SMHS, and is also a billable service.

[BHRS-25 Documentation Requirements for All Specialty Mental Health Services \(SMHS\), Drug Medi-Cal \(DMC\), and Drug Medi-Cal Organized Delivery System \(DMC-ODS\) Services | MARIN COUNTY BHRS](#)

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**(a) Standardized Assessment Requirements**

**1) Timely assessments: SMHS, DMC, and DMC-ODS**

- i. To ensure that members receive the right service, at the right time, and in the right place, providers shall use their clinical expertise to complete initial assessments and subsequent assessments as expeditiously as possible, in accordance with each member’s clinical needs and generally accepted standards of practice.<sup>2</sup>
- ii. Assessments shall be updated as clinically appropriate, such as when the member’s condition changes.

**Credentials Required in SmartCare**

All staff entering notes into SmartCare need to have their credentials or job title listed. This is a requirement by DHCS so that auditors can see that staff are working within their scope of practice. To add credentials—when in SmartCare, select "My Preferences" in the dropdown menu under provider's name in top right corner of screen. At the bottom of the page find "Professional" and enter credentials in the "Signing Suffix".

Example:

**Professional**

Signing Suffix

LMFT

**Staff:**

Steve Wilbur, LMFT

**Renaming “Assessment Contribution by Non-LPHA” Procedure Code**

CalMHSA has received county feedback that the “Assessment Contribution by Non-LPHA” procedure code in SmartCare is misleading, as LPHAs may also use this code. The code was renamed “Assessment Contribution” on Feb. 21. The associated degree types did not change; if this procedure code is selectable in a service, the clinician is allowed to use it.

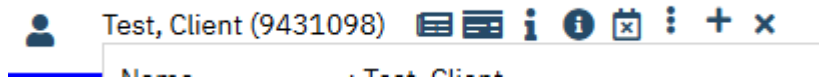
CalMHSA will also update the description in the procedure codes list to reflect that this can also be used by LPHAs for assessment services that do not meet the 31-minute threshold for CPT Code 90791 (Assessment LPHA). If you have any questions, please reach out to [BHRSEHRsupport@marincounty.gov](mailto:BHRSEHRsupport@marincounty.gov).

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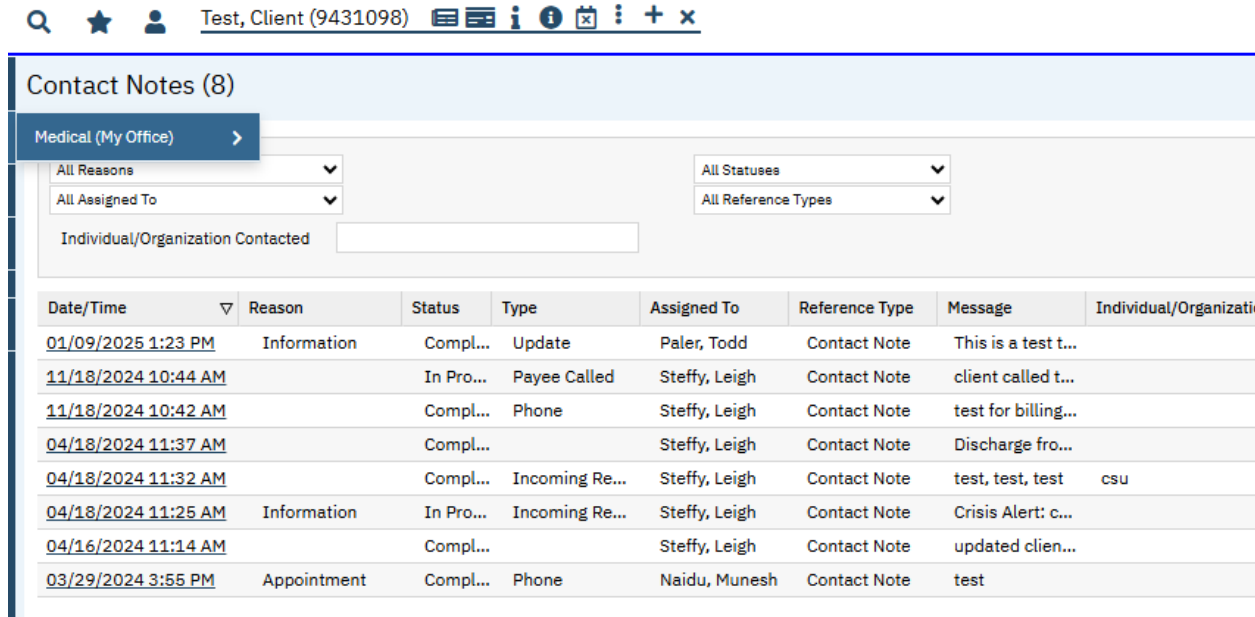
## Communicating Within SmartCare

Sometimes you want to alert another provider or care team member about something that is happening with a client such as a recent stay in CSU. To do so:

1. First select the client:



2. Then select "Contact Notes (client)":



Date/Time	Reason	Status	Type	Assigned To	Reference Type	Message	Individual/Organizati
01/09/2025 1:23 PM	Information	Compl...	Update	Paler, Todd	Contact Note	This is a test t...	
11/18/2024 10:44 AM		In Pro...	Payee Called	Steffy, Leigh	Contact Note	client called t...	
11/18/2024 10:42 AM		Compl...	Phone	Steffy, Leigh	Contact Note	test for billing...	
04/18/2024 11:37 AM		Compl...		Steffy, Leigh	Contact Note	Discharge fro...	
04/18/2024 11:32 AM		Compl...	Incoming Re...	Steffy, Leigh	Contact Note	test, test, test	csu
04/18/2024 11:25 AM	Information	In Pro...	Incoming Re...	Steffy, Leigh	Contact Note	Crisis Alert: c...	
04/16/2024 11:14 AM		Compl...		Steffy, Leigh	Contact Note	updated clien...	
03/29/2024 3:55 PM	Appointment	Compl...	Phone	Naidu, Munesh	Contact Note	test	

3. Click on the "New" icon:



4. Chose a type, status, and associated program. You will also need to select which individual you want to notify. Currently you can send a message to any clinical staff in the system including the CSU team. You will still find the CSU team listed under "individual".

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Contact Note Detail

**Contact Note** RWQM

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**Contact Note**

Contact Date/Time : 02/13/2025 11:31 AM Reference Type : [Contact Note](#) Reference Id : 0

Reason : All Reasons Type: Update

Status : Completed Assigned To : Steffy, Leigh

Individual/Organization Contacted : Associated Program : CMHS - Crisis Stabilization U

Details of contact:

here is an update on how this client is doing. They will need follow up support this week.

Notify team about this contact

Notify staff member about this contact CSU, Team

Created By: Created Date: Modified By: Modified Date:

5. Click Save.

**Receiving notes:**

1. The person you sent this note to will now be able to view it on their dashboard using the “**New Alerts/ Messages**” widget.

**New Alerts/Messages** 

From	Received	Subject	Client	Message
Steffy, Leigh	02/13/2025	<a href="#">Contact Note: Contact da...</a>	Test, Client	- here is an update on how this client...

2. You can access the message using either hyperlink.
3. Once a note has been read, it will disappear from the widget.

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## Quality Management (QM) Division Staffing Updates

We're pleased to announce that our QM Division is expanding with the addition of a new role: Program Manager. While this position has existed within our system, it is new to our division and we're eager to see the impact it will have on our work. The role will directly oversee our Access and QM teams and will support in Contract Management for our Network Providers. We are also happy to announce that, Dr. Brittany Rudolph will be stepping into this role! With her experience in Access and QM, Dr. Rudolph brings valuable expertise that will support our efforts in creating meaningful systemic change which will positively impact our clients.

We are also excited to announce that the Access Team has a new Unit Supervisor. Florentina Pralgauskaite has moved into this role as of February 2025. She has previously held supervisory roles on the QM team—leading the Quality Improvement team—in addition to having worked as a supervisor in our CSU. We are excited to have her as a leader on the Access team!

## SUD Updates

**Updated DHCS Alcohol and Drug Program Certification Standards Published:** As a reminder, any SUD treatment facility that is not exempt from certification pursuant to HSC Section 11832.3 was required to obtain certification by January 1, 2025. Programs must also adhere to the updated [AOD Certification Standards](#), effective immediately per DHCS (Reference: [BHIN 25-003](#)). Please be sure to review the updated AOD Certification Standards as they contain numerous changes. There will be a high-level review at the SUD Contractors meeting and for additional questions, please contact your SUD Contract Manager.

**Updated CalOMS Discharge Protocols:** DHCS recently updated protocols for CalOMS Discharge Data (Reference: [BHIN 25-001](#)). Please see this [link to a redline version](#) of this pertinent section of the updated CalOMS Data Collection Guide.

## How to Reach Us

BHRS ACCESS Team: [BHRSAccessPublic@marincounty.gov](mailto:BHRSAccessPublic@marincounty.gov)

BHRS ACCESS Supervisor: [BHRSAccessSupervisor@marincounty.gov](mailto:BHRSAccessSupervisor@marincounty.gov)

BHRS QM General: [BHRSQM@marincounty.gov](mailto:BHRSQM@marincounty.gov)

BHRS SUS Residential Care Authorization: [BHRSAuthSUS@marincounty.gov](mailto:BHRSAuthSUS@marincounty.gov)

MHP Inpatient Care Authorization: [BHRSQMPublic@marincounty.gov](mailto:BHRSQMPublic@marincounty.gov)

BHRS Electronic Health Record (EHR) Team: [BHRSEHR@marincounty.gov](mailto:BHRSEHR@marincounty.gov)

BHRS Admin Team: [BHRAdmin@marincounty.gov](mailto:BHRAdmin@marincounty.gov)

BHRS Credentialing Public: [BHRSCredentialingPub@marincounty.gov](mailto:BHRSCredentialingPub@marincounty.gov)

All documentation training and manuals are available here:

<https://www.marinbhers.org/providers/mental-health-providers/clinical-documentation-guide>

Share with your staff so they are in the know!