

Behavioral Health Services (BHS) – Information Notice

To:	BHS Children, Youth and Families (CYF) Outpatient and Short-Term Residential Therapeutic Program (STRTP) Mental Health Contracted Service Providers
From:	Behavioral Health Services
Date:	June 21, 2022
Title	Utilization Management (UM) Update: Shift to Time-Based Program-Level Review Effective July 1, 2022 (Fiscal Year 2022-2023)

Effective July 1, 2022, all current and new mental health program admissions will be on a time-based Utilization Management (UM) cycle and reviews will occur within the program level Utilization Management Committee at each program's identified time-based interval. Session-based UM cycles and COR-level reviews will be sunset as of June 30, 2022. Outpatient programs will all transition to a 6-month UM cycle, while STRTPs will continue with a 3-month UM cycle.

As outlined in the Organizational Provider Operations Handbook (OPOH), the UM Committee operates at the program level and must include at least one licensed clinician. The UM Committee bases its decisions on whether medical necessity is still present and works with the treating clinician to ensure that the proposed services are set to promote meeting the client's goals. To assist in its determination, the UM Committee receives a UM Request Authorization form and a new Client Plan which covers the interval for which authorization is requested. Medication only clients are not included in the Utilization Management process as they are subject to medication monitoring. The UM cycle continues to be the timepoint for Client Plan updates and completion of the outcome tools.

The following time-based intervals shall apply to mental health treatment programs:

- Outpatient: 6-month UM cycle
- STRTP: 3-month UM cycle aligned with DHCS 90-day Clinical Review requirement

Utilization Review of Day Treatment Services continues to be delegated to Optum and prior authorization requests shall be submitted according to the timelines outlined in the OPOH.

Transitioning to a Six-Month Time-Based UM cycle:

Clients who started services prior to July 1, 2022, will transition to 6-month UM cycle based on their admission date. Clients with a UM due in July 2022 will have up to a 30-day transition period to complete the UM. The following three examples reflect timepoints for transitioning clients to the updated UM cycle:

Example 1: Client opened between 1.1.22 to 6.30.22: Initial UM to be completed within 6 months of admission

- 1.1.22 admission – UM completed by 7.31.22
- 4.1.22 admission – UM completed by 10.1.22

Example 2: Client opened between 7.1.21 to 12.30.21: UM to be completed within 12 months of admission

- 7.1.21 admission – UM completed by 7.31.22
- 10.1.21 admission – UM completed by 10.1.22

Example 3: Client opened between 1.1.21 to 6.30.21: UM to be completed based on 6-month interval from admission

For More Information:

- Review the updated Organizational Provider Operations Handbook (OPOH)
- Contact your Contracting Officer's Representative (COR)

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- 1.1.21 admission – UM completed by 7.31.22 (based on the following interval 7.1.21; 1.1.22; 7.1.22)
- 4.1.21 admission – UM completed by 10.1.22 (based on the following intervals 10.1.21; 4.1.22; 10.1.22)
- Although unlikely, any admissions prior to 2021 will follow the same 6-month interval from admission.

Outcomes and UM Cycle

In CYF mHOMS, “Assessments Due by Staff” and “Assessment Status Reports” can be used to help determine UM and Assessment schedules for all new clients open on or after July 1, 2022. Please do not use these reports for clients open prior to July 1, 2022, as they will not properly align with the new time-based UM cycle; they are based on assessment dates rather than admission dates. The UM transition will also impact CASRC trainings as documentation is revised to match a 6-month UM cycle. Trainings will be updated to reflect the shifts in FY 22-23. If you need assistance, please contact CASRC at CYFmHOMS@health.ucsd.edu.

Attachments:

- UM Request Form Rv. 07.01.22
- UM Request Form Explanation Sheet Rv. 07.01.22

For More Information:

- Review the updated Organizational Provider Operations Handbook (OPOH)
- Contact your Contracting Officer’s Representative (COR)