



MICHELLE BAASS  
DIRECTOR

State of California—Health and Human Services Agency  
Department of Health Care Services



GAVIN NEWSOM  
GOVERNOR

DATE: September 7, 2022

Behavioral Health Information Notice No: 22-048

**TO:** California Alliance of Child and Family Services  
California Association for Alcohol/Drug Educators  
California Association of Alcohol & Drug Program Executives, Inc.  
California Association of DUI Treatment Programs  
California Association of Social Rehabilitation Agencies  
California Consortium of Addiction Programs and Professionals  
California Council of Community Behavioral Health Agencies  
California Hospital Association  
California Opioid Maintenance Providers  
California State Association of Counties  
Coalition of Alcohol and Drug Associations  
County Behavioral Health Directors  
County Behavioral Health Directors Association of California  
County Drug & Alcohol Administrators

**SUBJECT:** Mental Health Block Grant (MHBG) Annual Program Review

**PURPOSE:** This Behavioral Health Information Notice informs the counties of the MHBG annual program review process for calendar year 2023.

**REFERENCE:** 45 Code of Federal Regulations (CFR) §75.342(a), § 75.352  
2 CFR § 200.329  
45 CFR Part 75; 45 CFR Part 96

**BACKGROUND:** Pursuant to 45 CFR §75.342(a), the Department of Health Care Services (DHCS), as the recipient of federal funding from the Substance Abuse and Mental Health Services Administration, is required to monitor MHBG activities to assure compliance with applicable Federal requirements and performance expectations are being achieved in each program, function or activity.

**POLICY:** DHCS will be conducting a desk review for state fiscal year 2021-22 based on the county's submitted documents and may conduct an on-site review with the county. The purpose of this review is to substantiate compliance with federal guidelines, provide

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technical assistance, and establish a reciprocal information-sharing relationship between DHCS and the county. For on-site visits, DHCS will contact the county to schedule a mutually agreed upon date. The program on-site review may consist of discussions with county staff/leadership, service providers, program visits, chart documentation, client meetings, and an exit conference.

The counties scheduled for a desk review in 2023 are Butte, Merced, Sonoma, San Francisco, Monterey, Stanislaus, Alameda, Nevada, Marin, Amador, Calaveras, Santa Barbara, Humboldt, Contra Costa, Tehama, Tuolumne, Ventura, San Benito, San Mateo and Shasta. DHCS will request documents from the counties and upon completion of the desk review will determine if an on-site review is necessary.

The DHCS Review Team will prepare a summary MHBG report of the desk review and on-site visit including a description of any findings, recommendations or suggestions. The MHBG report will be sent to the county within 45 calendar days from the date DHCS receives the completed documents or completes the on-site review. If the county disagrees with a finding listed on the MHBG report, the county has 15 business days to respond in writing by contacting DHCS at [MHBG@dhcs.ca.gov](mailto:MHBG@dhcs.ca.gov).

A Plan of Correction (POC) is required for all items and must be submitted to [MHBG@dhcs.ca.gov](mailto:MHBG@dhcs.ca.gov) within 60 calendar days of receipt of the MHBG report. DHCS will review the POC. If DHCS determines the POC is insufficient the county shall propose an alternative plan of correction to DHCS.

Please send any questions regarding this Information Notice to [MHBG@dhcs.ca.gov](mailto:MHBG@dhcs.ca.gov).

Sincerely,

Original signed by

Marlies Perez, Chief  
Community Services Division