



1600 9th Street, Sacramento, CA 95814
(916) 654-2309

October 1, 2001

DMH INFORMATION NOTICE NO.: 01-05

TO: LOCAL MENTAL HEALTH DIRECTORS
LOCAL MENTAL HEALTH PROGRAM CHIEFS
LOCAL MENTAL HEALTH ADMINISTRATORS
COUNTY ADMINISTRATIVE OFFICERS
CHAIRPERSONS, LOCAL MENTAL HEALTH BOARDS

SUBJECT: MENTAL HEALTH PLAN REPORTING
REQUIREMENTS FOR CHILDREN WITH SPECIAL
HEALTH CARE NEEDS

California received approval of a two-year continuation of the Medi-Cal Specialty Mental Health Services Consolidation (SMHSC) waiver program from Center for Medicare and Medicaid Services (CMS) (formerly HCFA) on November 16, 2000. CMS required that the State's waiver renewal request include a description of how the program affected children with special health care needs as defined by CMS (a copy of the core CMS questions and the State's responses from Exhibit D of the waiver renewal request is enclosed). CMS also made approval of the waiver contingent upon specific reporting requirements for Mental Health Plans (MHPs) and the Department of Mental Health regarding children with special health care needs. The definitions of children with special health care needs and MHP reporting requirements are described below. Information on the Department's reporting requirements is also provided.

Children with special health care needs are:

Children with special health care needs are Medi-Cal beneficiaries under the age of 19 who are eligible for Medi-Cal based on eligibility for Supplemental Security Income/Blind/Disabled (SSI), Foster Care or Adoption Assistance programs; who are enrolled in a Home and Community Based Services Model waiver; or who are receiving services from the California Children's Services (CCS) program as identified by the local CCS program.

MHP's shall report to the Department no later than October 1 of each year:

- The number of children by special needs category who voluntarily changed outpatient mental health providers during the fiscal year through the MHP's system for changes in persons providing services pursuant to Title 9; California Code of Regulations (CCR), Section 1830.225.
- The number of complaints raised to the MHP through the MHP's beneficiary problem resolution processes including complaints and grievances as described in Title 9, CCR, Section 1850.205, by category of children with special health care needs, by type of problem resolution process used (complaint process or grievance process) during the fiscal year. The report must include the issue and disposition of each complaint, unless more than 25 complaints were filed. If more than 25 complaints were filed, the report will include, by the type of issues raised, the number filed under each type and the disposition by the following categories: granted in full, granted in part, denied.

How to identify beneficiaries who are children with special healthcare needs:

1. For SSI eligibles: Medi-Cal aid codes 20, 23, 24, 26, 27, 28, 6A, 60, 63, 64, 65, 66, 67, 68, and 6C
2. For Foster Care eligibles: Medi-Cal aid codes 4K, 4C, 42, 5K, 40, and 45
3. For Adoption Assistance eligibles: Medi-Cal aid codes 03 and 04
4. For Model waiver enrollees: Medi-Cal aid codes 6V, 6W, 6X, and 6Y
5. For CCS eligibles: The local CCS program may be willing to provide current information on CCS-eligible children, if arrangements can be made that do not violate CCS or MHP confidentiality requirements. If this option is not available, the Department will make a beneficiary listing available to the MHP on the MHP's secured website at the Department. This information will be available September 1, 2001. If both methods are available to the MHP, the MHP may select the identification method. If another method of identification becomes available, the Department will notify the MHPs through a letter to all county mental health directors.

Reports are due to:

MHPs are required to submit this documentation to the Department by October 1, 2001 for fiscal year 2000-2001 and by October 1st of each year thereafter. Reports should be submitted to: Department of Mental Health, Technical Assistance and Training, 1600 9th Street, Room 100, Sacramento, CA 95814

Department Reports Required by CMS on an annual basis:

In addition to the reports required of the MHPs, CMS required the Department to provide the following additional reports:

- An analysis of the information about complaints and grievances reported by the MHPs and the Department's information about state fair hearings related to children's specialty mental health services including results stratified by special needs category.
- A description of the Department's methods, and the results, of monitoring access and quality of services for children with special health care needs. The areas the State is required to address include (but are not limited to):
 - MHP and/or State oversight of the availability of mental health specialists with experience treating children.
 - MHP outreach and identification activities, including coordination with programs such as foster care, special education, and juvenile justice.

The Department will meet its reporting requirements utilizing information provided by the MHPs in their Implementation Plan and Children's System of Care work plans. MHPs are encouraged to submit additional information regarding those plans that may clarify the MHP's oversight and outreach/identification activities.

If you have questions or need additional information about the CMS criteria for children with special health care needs, please contact Rita McCabe-Hax, Chief, Managed Care Implementation, at (916) 651-9370. If you have questions or need additional information about MHP reporting requirements, please contact your liaison in the Technical Assistance and Training Unit below.

DMH Technical Assistance and Training Liaisons

Bay Area Region	Ruth Walz	(707) 252-3168
Central Region	Anthony Sotelo	(916) 651-6848
Northern Region	Jake Donovan	(530) 224-4724
Southern Region	Eddie Gabriel	(916) 654-3263

Sincerely,

Original signed by

Wm. DAVID DAWSON
Chief Deputy Director

Enclosure

cc: California Mental Health Planning Council
Chief, Technical Assistance and Training