



COMMONWEALTH of VIRGINIA

Department of Medical Assistance Services

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DIRECTOR

June 7, 2007

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The Honorable Vincent F. Callahan, Jr.
Chairman
House Appropriations Committee
Post Office Box 406
Richmond, Virginia 23218

The Honorable John H. Chichester
Chairman
Senate Finance Committee
Post Office Box 396
Richmond, Virginia 23218

Dear Delegate Callahan and Senator Chichester:

This report is to fulfill requirements from the Budget Bill regarding the Treatment Foster Care and Residential Psychiatric Services Training for FY 2007. This is the seventh report, conveying the status of the Department's training and technical assistance provided to the Comprehensive Service Act (CSA) community.

If you have any questions regarding this report, please contact me at (804) 786-8099.

Sincerely,

A handwritten signature in black ink, appearing to read "Patrick W. Finnerty".

Patrick W. Finnerty

PWF/cls

Enclosure

Cc: Kim McGaughey
Office of Comprehensive Services

Annual Training Report



Virginia Department of Medical Assistance Services

June 2007

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INTRODUCTION

Pursuant to Item 302 P of the 2006 Budget Bill requires the following:

“The Department of Medical Assistance Services, in cooperation with the State Executive Council, shall provide initial and ongoing training to local Comprehensive Services Act teams on the procedures for use of Medicaid for residential treatment foster care services, including, but not limited to, procedures for determining eligibility, billing, and reimbursement plus related reported requirements.

The Department shall include in this training, information on the proper utilization of inpatient and outpatient mental health services as covered by the Medicaid State Plan. The Department shall report annually, by June 30, to the Chairmen of the House Appropriations and Senate Finance Committees on the results of the training program.

The report shall include the number of local team representatives attending formal training programs offered by the Department; the number of technical assistance requests responded to by the department; and the type and amounts of training materials made available to the local teams.”

Technical Assistance

For Fiscal Year 2007, DMAS received approximately 1255 technical assistance requests via telephone, fax, letter, and email from interested parties regarding the Residential Treatment and Treatment Foster Care Programs. These requests were documented through phone logs and electronic storage. These requests included a wide variety of questions from issues involving covered services to claims and billing.

This is the seventh report, conveying the status of the Department’s training and technical assistance provided to the CSA community.

Medicaid Specific Mental Health Services for Children

During the FY2007, the Department of Medical Assistance Services conducted ten training sessions regionally throughout Virginia for the Comprehensive Services Act (CSA) teams and Medicaid Providers.

Five of the training sessions were conducted in the fall of 2006 and five were conducted in the spring of 2007.

The Sept. 2006, five training sessions, Medicaid Specific Mental Health Services to Children had a total number of 288 attendees, and explained the Specific Mental Health Services for Children available to both CSA and non-CSA children, Level C Residential Treatment for Children and Adolescents, Treatment Foster Care Case Management, Children's Community Mental Health Services, and Billing for Specific Mental Health Services. This session provided detailed information on the availability of Medicaid funded services, eligibility requirements, admissions requirements, documentation needed, the responsibilities of the providers, and localities and billing information with an opportunity for several question and answer periods throughout the training events. The participants received handouts, which augmented the training sessions. (See Attachment A)

Medicaid Children's Community Mental Health Services

The April-May 2007, five training sessions had a total number of 274 attendees, and explained the Medicaid Children's Community Mental Health Services available to both CSA and non-CSA children, Level A and B Group Homes for Children, Intensive In-Home Services, Therapeutic Day Treatment for Children, Early Periodic Screening Diagnosis and Treatment, and Billing Guidelines with an opportunity for several question and answer periods throughout the training events. The participants received handouts, which augmented the training sessions. (See Attachment B)

Attachment A

Medicaid Specific Mental Health Services for Children– Fall 2006

Training Format

This training was designed for local representatives of:

- CSA Team Members
- CSB Personnel
- Level C Residential Treatment for Children & Adolescents (RTF) and
- Level C Residential Treatment Providers
- Case Management Services for Treatment Foster Care Children
- Providers of Treatment Foster Care Case Management

The training session included information on the following topics:

Specific Mental Health Services for Children

- Participation Requirements

Level C Residential Treatment for Children and Adolescents

- Recipient Eligibility
- Certificate of Need
- Admission Criteria
- Severity of Illness
- Responsibilities of Localities
- Provider Responsibilities
- Initial Plan of Care
- Comprehensive Initial Plan of Care
- Active Treatment Plan within the Residential Treatment Setting
- 21 Appropriate Treatment Interventions
- Continuing Stay Criteria
- Overnight Therapeutic Passes
- Progress Notes
- Psychotherapy and Therapeutic Interventions
- Seclusion and Restraint
- When Residential Treatment is not Justified
- Out of State facility Enrollment
- Preauthorization
- Residential Treatment Utilization Review

Attachment A... (cont)

Treatment Foster Care Case Management

- FAPT assessment Requirements
- Medical Necessity Criteria
- Responsibilities of the Localities in TFC Case Management
- CAFAS/PECFAS
- TFC Case Manager Initial Responsibilities
- Components of TFC Case Management
- Focus of TFC Case Management and Casework Objectives
- Covered Activities
- Case Management Limitation
- Case Manager Duties
- Comprehensive Treatment and Service Plan
- 90 day Progress Reports
- Case Narrative/Entries
- Contacts with the TFC Child
- Preauthorization
- TFC Case Management Utilization Review

Children's Community Mental Health Services

- Participation Requirements
- Covered Services
- Service Limitations
- EPSDT Mental Health Services
- Intensive-In-Home Services
- Therapeutic Day Treatment for Children and Adolescents
- Community Based Residential Services for Children (Level A)
- Therapeutic Behavioral Services (Level B)
- Outpatient Psychiatric Services
- Pre-authorization
- Documentation
- Utilization Review

Early Periodic Screening Diagnosis and Treatment Behavioral Rehabilitation

- What are EPSDT Services
- Types of Screenings
- Managed Care and EPSDT
- Scope of Services
- Medical Necessity
- EPSDT Approval Criteria and Children's Services
- Referral and Preauthorization Process

Attachment A... (cont)

- EPSDT and Mental Health Services
- EPSDT Specialized Services
- EPSDT Services Criteria
- Substance Abuse Treatment Services
- American Society of Addictions Medicine (ASAM)
- Preauthorization
- EPSDT Residential
- EPSDT Residential Cases
- EPSDT Residential Providers
- EPSDT Review Process
- EPSDT Services Criteria
- EPSDT Contacts

Billing for Specific Mental Health Services

- Important Contacts
- Medicaid Card
- Verifying Eligibility
- DMAS Website
- Billing on the CMS 1450 (UB-92)
- Billing on the CMS 1500
- Timely Filing
- Reimbursement Rate Certification Form
- Claim Attachment Form
- Remittance Voucher

Attachment B
Medicaid Children's Mental Health Services– Spring 2007

Training Format

This training was designed for local representatives of:

- CSA Team Members
- CSB Personnel
- Medicaid Providers

The training session included information on the following topics:

Community Based Residential Services for Children and Adolescents Level A
Therapeutic Behavioral Services Level B

- Participation Requirements
- Provider Qualifications and requirements (Level A and B)
- Recipient Eligibility (Level A and B)
- Moderate Impairment
- Authorization for Admission (Level A and B)
- Admission Criteria
- Assessment Tool
- Individual service Plan
- Required Activities (A and B)
- Therapeutic Passes
- Discharge Criteria
- Non-Covered services
- Limitations

Outpatient Psychiatric Services

- Specific Provider Qualifications
- Recipient Participation
- Documentation Required
- Service Limits
- Psychological and Neurological Testing
- Non-Covered Psychiatric Services
- Preauthorization
- Utilization Review

Attachment B... (cont)

Intensive In-Home Services

- Participation Requirements
- Provider Qualifications Intensive In-Home Services to Children and Adolescents
- Eligibility Criteria
- Required Activities
- Individual Service Plan
- Intensive In-Home Limitations
- Maximum Service Limitations
- Extension Requests

Therapeutic Day Treatment for Children and Adolescents

- Eligibility Criteria
- Required Activities
- Therapeutic Day Treatment Limitations
- Maximum Service Limitations

Outpatient Psychiatric Services

- Participation Requirements
- Recipient Participation
- Documentation Required
- Plan of Care Service Limits
- Psychological and Neuropsychological Testing
- Non-Covered Psychiatric Services
- Preauthorization
- Utilization Review

Early Periodic Screening Diagnosis and Treatment Behavioral Rehabilitation

- What are EPSDT Services
- Types of Screenings
- Managed Care and EPSDT
- Scope of Services
- Medical Necessity
- EPSDT Approval Criteria and Children's Services
- Referral and Preauthorization Process
- EPSDT Specialized Services
- EPSDT Services Criteria
- Substance abuse Treatment Services
- Eligibility
- Referral Process
- Documentation and Co-Morbidities

Attachment B... (cont)

- American Society of Addictions Medicine (ASAM)
- Preauthorization
- EPSDT Residential
- Level C Residential Treatment
- Residential Treatment
- EPSDT Residential Cases
- EPSDT Case Examples
- EPSDT Residential Providers
- Service Request Documentation
- Preauthorization Timeline
- EPSDT Contacts

Eligibility Verification Options and CMS-1500 (08-05) Billing Guidelines

- Important Contacts
- Medicaid Card
- Verifying Eligibility
- DMAS Website
- NPI information
- Billing on the CMS-1500
- Timely Filing
- Remittance Voucher