

DEPARTMENT OF MENTAL HEALTH AND ADDICTION SERVICES

Behavioral Health Homes

Practice Guideline #2

BHH Practice Guideline:

BHH Referrals from Intensive Case/Care Mgmt and DMHAS Waiver Staff

Guideline Authors:

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Purpose:

Provide guidance for referral sources and BHH providers, for connecting certain non-auto enrolled clients to BHH

Effective Date:

Implementation of first stage
July 2016
Final practice guidelines
issued 10/3/16

Target Group:

BHH Directors
BHH Admin Support
Agency Intake
Quality Directors

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Practice Summary:

This practice guideline outlines the expectations for both agencies referring BHH eligible client to a BHH provider, and for providers who will be accepting BHH referrals of non-auto-enrolled clients.

Definitions:

ICM – stands for either Intensive Case Management program/staff from ABH OR Intensive Care Management program/staff from Beacon.

Non-Auto Enrolled (NAE)-for the purposes of this practice guideline, this is the group of BHH eligible clients who:

- are not currently being served by the agency in another program when they are referred to the agency, but will be enrolled in a billable BHH program, OR
- are being served in another program that is not billable under BHH and will be enrolled under the NAE program in DDaP/WITS

NAE Program-the program in DDaP/WITS for clients not enrolled in another program, or clients served in another program that is not billable under BHH.

EDW (Enterprise Data Warehouse) - the DMHAS repository for DDaP (Private Non Profit) and WITS (State Operated) data.

Expected Steps for Provider Implementation:

1. Receive referrals from ICM and/or DMHAS waiver staff
2. Confirm BHH eligibility by reviewing agency electronic health record (EHR), lists of eligible clients, and/or calling 1-844-551-2736
3. Follow steps according to referral workflows below, or other agency steps to assess client's needs, enroll in BHH, and coordinate appropriate services based on client needs, program/service eligibility, and other service providers.

Data and Reporting Requirements or Changes:

- Agencies need to use new BHH Adult NAE programs/program codes in DDaP/WITS where the required data elements are collected and uploaded to the EDW for DMHAS review and billing.
- Agencies should review report cards, service reports, and any other client level details reports to ensure the enrollment of NAE clients and services provided are represented in the EDW data.
- Referral forms and ROIs should be recorded in the client record.

Available Tools/Resources:

- BHH Referral Form

- DDaP/WITS Technical Specifications for NAE and Children Programs

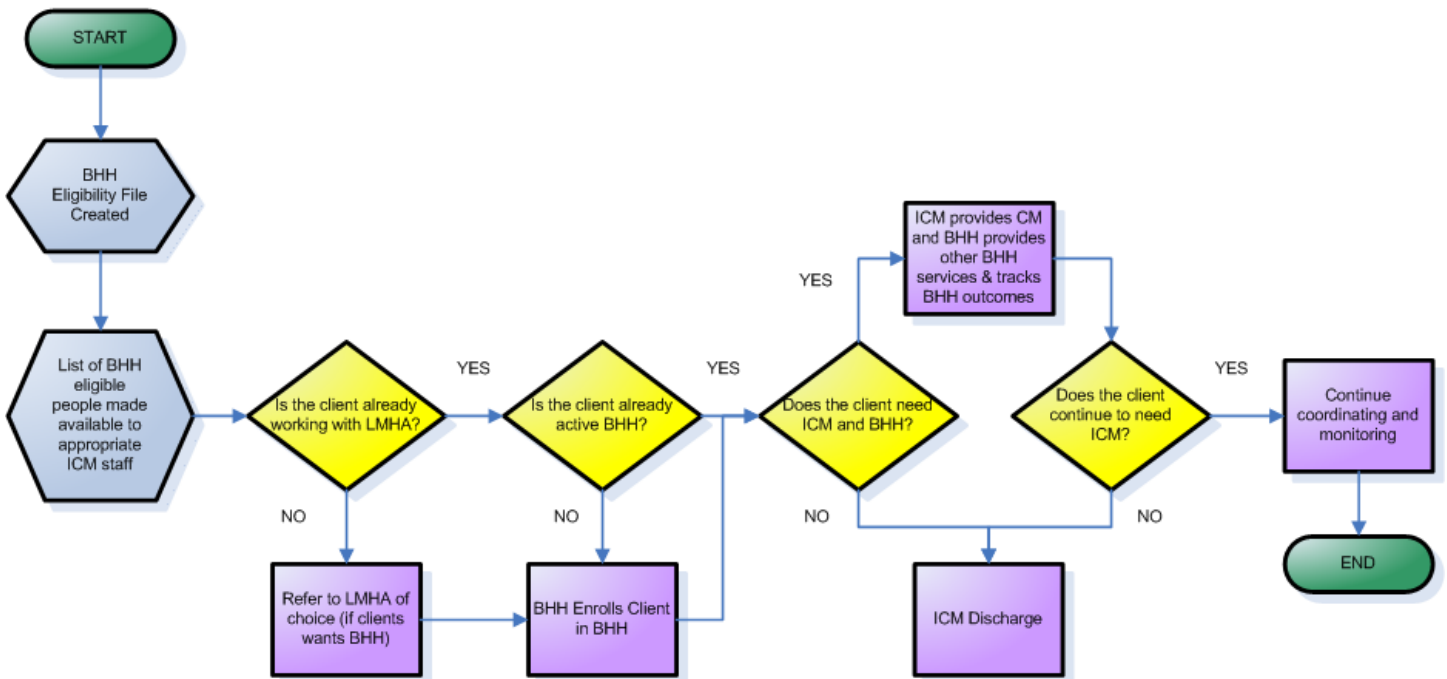
Future Considerations:

State level planning for state operated BHHs serving BHH only clients

Referral processes finalized for DSS waiver staff

Process Flow for Intensive Case Management Staff Referring to BHH

BHH Eligible ICM Client Referral Process



Process Flow for DMHAS Waiver Staff Referring to BHH

BHH DMHAS Waiver, Lawsuit & Diversion Referral Workflow

