

R95 Workgroup Meeting & Discussion

Virtual Meeting

February 21, 2024

Substance Abuse Prevention and Control Bureau
Los Angeles County Department of Public Health



R95 Workgroup Meeting Agenda

Welcome - Dr. Gary Tsai

New Partnerships [2A-1, 2A-3] – Yanira Lima

Field Based Services [2B1, 2B-2] – Bernie Lau

Discussion

Adjourn

Focus Area 1: Outreach and Engagement

New Partnerships (2A-1, 2A-2, 2A-3)

Yanira A. Lima
Division Chief, Systems of Care
Bureau of Substance Abuse Prevention and Control
Los Angeles County Department of Public Health



Outreach & Engagement: New Partnerships

- Deliverable (Templates, Guidance, Resources) & Due Dates:
 - 2A-1 New Partner Entity Log – Due 2/29/24 (REVISED)
 - New Partner Entity Meeting Log (*available for use*)
 - 2A-2 New Partnership Plan – Due 1/12/24 (REVISED)
 - New Partnership Plan Form (*available for use*)
 - New Partnership Plan Guidelines (*available for use*)
 - 2A-3 Executed MOU – Due 3/31/24 (REVISED)
 - MOU Requirements (*available for use*)



2A-1 New Partner Entity Log

- Provide a list of new organizations that your agency met with between July 1, 2023 and February 29, 2024.
- Email the completed Partner Entity Log to sapc-cbi@ph.lacounty.gov with subject line “2A New Partnerships” by **2/29/2024**.

#	Meeting Date/Time	Partner Agency Name	Address	SPA	SD	Organization Type	Population (s) Served
1							
2							
3							



Outreach & Engagement: New Partner Log 2A-1

Department of Public Health, Substance Abuse Prevention and Control Bureau 2023-2024 Capacity Building: Reaching the 95% (R95) New Partner Entity Log (2A-1)

Provide a list of new organizations that your agency met with between July 1, 2023 and January 12, 2024 to develop new partnership agreements to expand access to services. This document is used to determine if start-up funds were utilized as attested to and/or if recoupment for incomplete deliverables is needed. Email the completed Partner Entity Log to sapc-cbi@ph.lacounty.gov with subject line "2A New Partnerships" by **2/29/24**.

Specify: a) Meeting date and time; b) Partner Name and address; c) Areas served (e.g., service planning area [SPA] and Supervisorial District [SD]); d) Type of organization (e.g., community-based organization, school, government agency, homeless services, etc.); and e) Populations to be served (e.g., young adults, persons experiencing homelessness, other underserved groups). Providers should connect with organizations serving individuals who are at varying stages of the readiness for treatment continuum, including those who are unsure if they want SUD treatment services and/or who may not be ready to cease all substance use.

#	Meeting Date/Time	Partner Agency Name	Address	SPA	SD	Organization Type	Population (s) Served
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
16							
17							
18							
19							
20							

By signing, I confirm that the information reported is accurate, and acknowledge that we must adhere and are subject to all reporting, tracking, audits, and recoupment requirements described in SAPC Bulletin 23-07 – Fiscal Year 2023-2024 Rates and Payment Policy Updates.

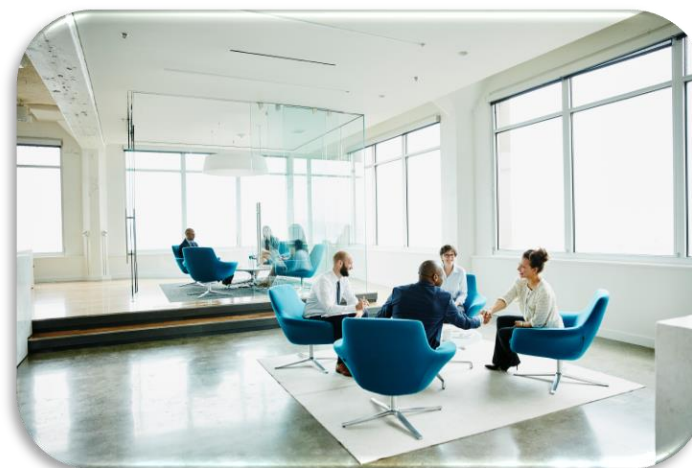
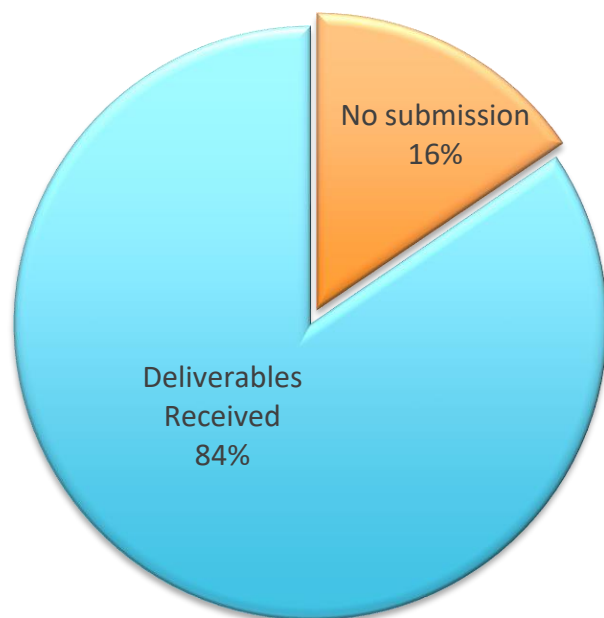
Agency Name: _____ Agency Tier: Tier 1 Tier 2 Tier 3

Name: _____ Email: _____

Signature: _____ Date: _____

2A-2 New Partner Plan

- 58 Capacity Building 2A-2 Participants
- 49 Deliverables Received



2A-3 MOU Guidelines

MOU shall include:



- ✓ Purpose and Scope
- ✓ Roles & Responsibilities
- ✓ Proposed Service
- ✓ Rules & Regulations
- ✓ Information on confidentiality rules and regulations.
- ✓ Information on informed consent.
- ✓ Statement on non-discrimination in services.
- ✓ Conflict of interest.
- ✓ Procedures for addressing complaints and conflict resolution.
- ✓ Indemnification and insurance.
- ✓ Status as an independent contractor.
- ✓ Statement on non-exclusive agreement.
- ✓ Rights and responsibilities of records.
- ✓ Compensation, billing, and collection.
- ✓ Statement on compliance with laws and regulation.
- ✓ The term period of the MOU or termination or expiration of MOU.
- ✓ Signatures from authorized individual for each organization.



Outreach & Engagement: New Partner MOU 2A-3

Department of Public Health, Substance Abuse Prevention and Control Bureau
2023-2024 Capacity Building: Reaching the 95% (R95) New Partner MOU (2A-3)

Capacity Building 2A provides incentives to SAPC providers to conduct outreach and engagement activities to reach the 95% of people may need substance use disorder services but not currently receiving it. SAPC providers are encouraged to establish new partnerships as a strategy for connecting with the 95%. A memorandum of understanding (MOU) can be used to formally recognize a collaborative relationship and clarify roles and responsibilities of the partners. 2A-3 offers incentive payments for providers who setup a MOU with local health and social service providers to create a referral process. Email MOU(s) along with the completed 2A-3 Form to sapc-cbi@ph.lacounty.gov with subject line "2A-3 MOU" by **3/31/2024**.

To meet the deliverable for 2A-3 The MOU shall include:

- Purpose and scope that defines the terms of the referral process between partners, including:
 - Criteria for making referrals. The criteria for referrals shall reflect lower barriers to care, including those who are not yet ready for abstinence.
 - Procedures for making referrals.
- Clearly defined roles and responsibilities of each organization, including staff who will be making referrals and to whom.
- Proposed services and provisions for network providers to effectively conduct services.
- Information on confidentiality rules and regulations.
- Information on informed consent.
- Statement on non-discrimination in services.
- Conflict of interest.
- Procedures for addressing complaints and conflict resolution.
- Indemnification and insurance.
- Status as an independent contractor.
- Statement on non-exclusive agreement.
- Rights and responsibilities of records.
- Compensation, billing, and collection.
- Statement on compliance with laws and regulation.
- The term period of the MOU or termination or expiration of MOU.
- Arbitration.
- Signatures from authorized individual for each organization.

Providers are advised to speak with their legal counsel about the MOU.

Provide a list of new organizations that your agency has established a MOU to setup a referral system to expand access to services.

Partner Name	Organization type	Population(s) Served	SPA	SD

Include copies of your MOU(s) that you have executed with this form.

By signing, I confirm that the information reported is accurate, and acknowledge that we must adhere and are subject to all reporting, tracking, audits, and recoupment requirements described in SAPC Bulletin 23-07 – Fiscal Year 2023-2024 Rates and Payment Policy Updates.

Agency: _____ Name: _____ Email: _____

Signature: _____ Date _____



FAQ FROM 2A

- Does the MOU for 2A-3 have to be with a site outside of the current SAPC network or can we collaborate with our local SAPC colleagues?
- No, new partnerships should be with organizations outside of the SAPC network. The intent is that we're building capacity beyond the SAPC network.



FAQ FROM 2A

- Does arbitration need to be included in the MOU?
- No, arbitration was provided as an example of a conflict/dispute resolution procedure, which is already in the guidelines and not required.



FAQ FROM 2A

- Has SAPC defined the full span of potential partners applicable to 2A-3 (Bidirectional Referrals)?
- The aim of 2A-3 New Partner MOU is to establish agreements with organizations that will provide referrals to help reach the 95%.
 - Local community, health, and social service providers are often already providing services to people who may need services and not ready accessing them.



Focus Area 1: Outreach and Engagement

Field Based Services (2B-1, 2B-2)

Bernie Lau
Provider Support and Health Program Improvement
Substance Abuse Prevention and Control Bureau
Los Angeles County Department of Public Health



2B Field-Based Services – Capacity Building Deliverable



Submit a Field Based Services (FBS) application to SAPC with an executed MOU

- Review *SAPC Bulletin 23-14* for guidance on applying for FBS

– Due date: 3/31/2024 (REVISED)

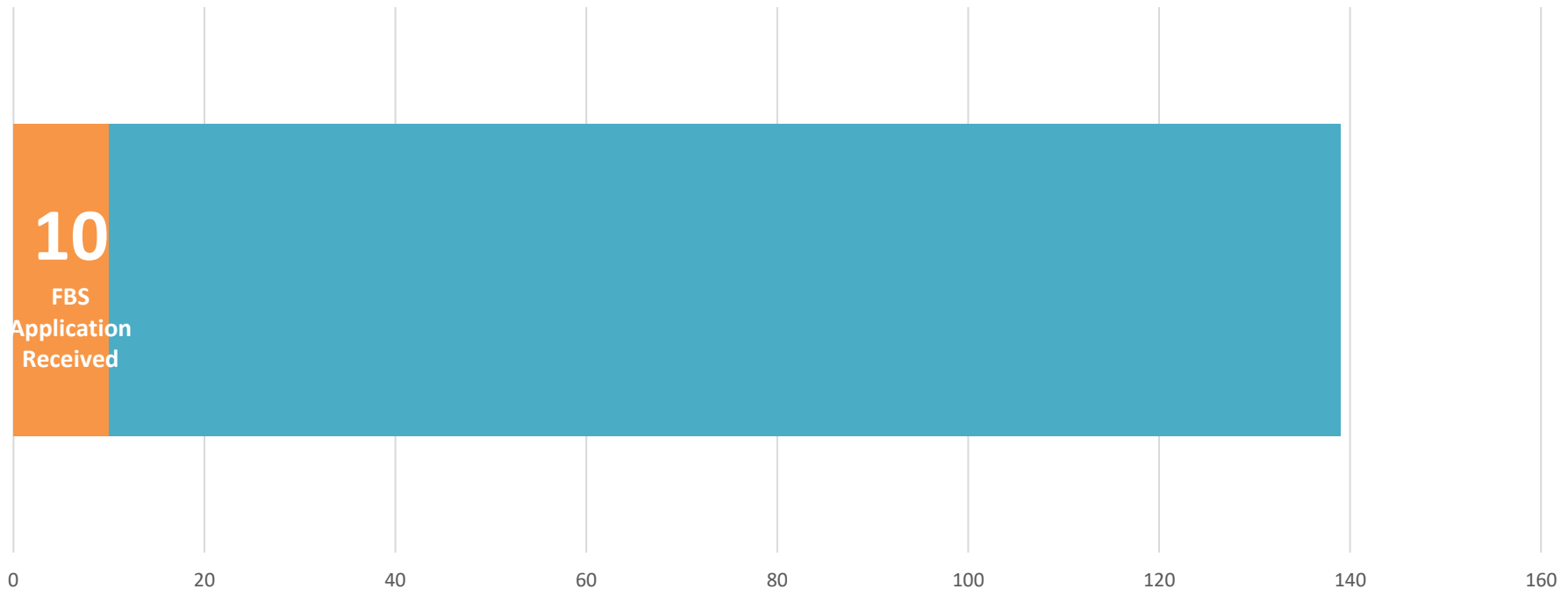


Verify claims for new admissions at FBS site(s)

– Due date: 06/30/2024



Field Based Services Applications and 2B-1 Attestations





2B-1 Deliverables Requirements

- Complete FBS Application with MOU
- Requirements: Submit FBS Applications by March 31, 2024.
 - FBS Form
 - Signed Cover Letter
 - Narrative
 - MOU
- Email application package to SAPCMonitoring@ph.lacounty.gov

DEPARTMENT OF PUBLIC HEALTH
Bureau of Substance Abuse Prevention and Control
FIELD-BASED SERVICES FORM

To apply for Field Based Services (FBS), email the completed application and all supplemental documents to: SAPCMonitoring@ph.lacounty.gov with the subject "Field Based Service Application".

Attachment #1

NETWORK PROVIDER AGENCY INFORMATION	
1. SAPC Network Provider Agency Name:	
2. Home DMC-Certified Facility Address:	
3. Network Provider Agency Contact Information:	
Name:	
Phone Number:	
Email Address:	

PROPOSED POPULATIONS TO BE SERVED	
4. Please share the populations you plan to serve: (Check all that apply)	
<input type="checkbox"/> General youth (12-17) population	<input type="checkbox"/> People who are medically fragile
<input type="checkbox"/> General young adult (18-20) population	<input type="checkbox"/> People with co-occurring mental or physical condition
<input type="checkbox"/> General adult (21-50) population	<input type="checkbox"/> People who are pregnant and postpartum
<input type="checkbox"/> General older adult (50+) population	<input type="checkbox"/> LGBTQ+ adults (21+)
<input type="checkbox"/> Reaching the 95% of people who need but do not seek or want treatment at traditional sites	<input type="checkbox"/> LGBTQ+ youth and young adults (12-20)
<input type="checkbox"/> Harm reduction/ non-detention	<input type="checkbox"/> Youth involved in the foster care system
<input type="checkbox"/> People who are gang involved	<input type="checkbox"/> Youth involved in the juvenile justice system
<input type="checkbox"/> People convicted of arson	<input type="checkbox"/> Youth at traditional school sites
<input type="checkbox"/> People who are registered sex offenders	<input type="checkbox"/> Youth at alternative school sites
<input type="checkbox"/> Residents of rural areas	<input type="checkbox"/> Other:
<input type="checkbox"/> People who are unstably housed, people experiencing homelessness and chronic homelessness	

PROPOSED LEVEL(S) OF CARE	PROPOSED SPA(S) TO BE SERVED	
5. What Field-Based Level(s) of Care does the program propose to provide? (Check all that apply)	6. What Service Planning Area (SPA) does the program propose to serve? (Check all that apply)	
<input type="checkbox"/> Early Intervention for Youth/Young Adults	<input type="checkbox"/> SPA 1	<input type="checkbox"/> SPA 5
<input type="checkbox"/> Outpatient	<input type="checkbox"/> SPA 2	<input type="checkbox"/> SPA 6
<input type="checkbox"/> Intensive Outpatient	<input type="checkbox"/> SPA 3	<input type="checkbox"/> SPA 7
<input type="checkbox"/> Recovery Support	<input type="checkbox"/> SPA 4	<input type="checkbox"/> SPA 8

Field Based Services

- <http://publichealth.lacounty.gov/sapc/providers/manuals-bulletins-and-forms.htm>

Translate A-Z Index A B C D E F G H I J K L M N O P Q R S T U V W X Y Z ALL Font Size | A A

Substance Abuse Prevention and Control

Program Home FAQ Comment Contact

SAPC About ▾ Prevention ▾ Treatment ▾ Recovery Harm Reduction Providers ▾

Manuals, Bulletins, and Forms

SAPC Home / Network Providers / Manuals, Bulletins, and Forms

To search for a specific document use the search box or click on the tabs below. ×

Click [here](#) if you want to expand all tabs and view all documents.

Manuals & Guides **Bulletins** Clinical Beneficiary Contracts & Compliance Finance CRLA

Contract Bulletins Open All

Subject	Date
23-15 - Revised: Substance Use Disorder Treatment Services Provider Manual Version 8.0 <i>(New - December 2023)</i>	12/28/23
23-14 - Revised: Field-Based Services in Non-Clinical Settings <i>(New - December 2023)</i>	12/20/23
- Attachment I - FBS Standards and Practices <i>(New - December 2023)</i>	12/20/23
- Attachment II - FBS Application Instructions <i>(New - December 2023)</i>	12/20/23
- Attachment III - FBS New Application Form <i>(New - December 2023)</i>	12/20/23
- Attachment IV - Field Safety Plan Sample <i>(New - December 2023)</i>	12/20/23
- Attachment V - FBS Renewal Form <i>(New - December 2023)</i>	12/20/23



2B-2 Deliverables Requirements

- After FBS application is approved, providers must properly document FBS when making **claims** and in **progress notes**.
- When making claims for FBS, the appropriate **Place of Service Code** must be used.

Location Name	Place of Service Code
School	3
Homeless Shelter	4
Home	12
Assisted Living Facility	13
Group Home	14
Mobile Unit	15
Temporary Lodging	16
Urgent Care Facility	20
Emergency Room—Hospital	23
Outreach Site/Street	27
Nursing Facility	32
Custodial Care Facility	33
Federally Qualified Health Center	50
Community Mental Health Center (CMHC)	53
Public Health Clinic	71
Other Place of Service	99



FBS Documentation

- In Claims

Fast Service Entry Summary
Fast Service Detail

- Service Information
- Pre FY 23/24 Service Details
- Recovery Incentives
- OHC Information
- Adjudication

Online Documentation

Service Information

Select Dates Option
 Single Date Multiple Dates

Exclude Weekends
 Yes No

Date Of Service *
[Calendar icon] [T] [Y]

Procedure Code *
[Search icon]

Total Charge *
[Text input]

Service Units *
[Text input]

Location
[Search icon]

From Date
[Calendar icon] [T] [Y]

Through Date
[Calendar icon] [T] [Y]

Select Dates
All | Clear

- In Progress Notes

Location *
Select [x] [v]

Provider Name (Optional)
[Search icon]

Travel Time

Date of Travel *
[Calendar icon] [T] [Y]

Field Based Service Location *
[Text input] [Document icon]

Time to Destination



When should the location code “office” be used when making a claim and documenting in progress notes?

- A. Any office
- B. DMC Certified Facility
- C. Doctor’s office
- D. Office Depot



When should I submit my application for field based services for 2B?

- A. March 31, 2024
- B. As soon as possible
- C. April Fools Day
- D. June 31, 2024



**Which of the following is NOT required for a field based services application for a community site?
(select all that apply)**

- a) Field Based Services Application Form (attachment III)
- b) Safety plan
- c) 2B Deliverable Form
- d) Signed Cover Letter
- e) Narrative Overview (including FBS purpose and staffing plan)
- f) Memorandum of Understanding



FAQ FROM 2B

- Does FBS need to be added to our Master Contract before we can participate in 2B?
- An application for field based services must be submitted and approved before a SAPC provider can provide field based services (or participate in 2B-2).



FAQ FROM 2B

- What is the turn-around approval process for FBS?
- 15 business days



FAQ FROM 2B

- Would telehealth be acceptable for community referrals and potentially field-based services?
- No, telehealth and field based services are different methods of delivering services.



FAQ FROM 2B

- Can we count a MOU with an agency under multiple MOU capacity building categories (2A-3, 2B-1, 2F-1)?
- No, each MOU can only be counted a single time under the R95 deliverables where an MOU is a deliverable.

RecoverLA:

A Los Angeles County Guide to
Substance Use Disorder Prevention
and Treatment Resources



Discussion

Visit RecoverLA.org on your smart phone or tablet to learn more about SUD services and resources, including a mobile-friendly version of the provider directory and an easy way to connect to our Substance Abuse Service Helpline at 1-844-804-7500!