



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



EDMUND G. BROWN JR.
GOVERNOR

DATE: September 5, 2017

MHSUDS INFORMATION NOTICE NO.: 17-035

TO: COUNTY BEHAVIORAL HEALTH DIRECTORS
COUNTY DRUG & ALCOHOL ADMINISTRATORS
COUNTY BEHAVIORAL HEALTH DIRECTORS ASSOCIATION OF CALIFORNIA
CALIFORNIA COUNCIL OF COMMUNITY BEHAVIORAL HEALTH AGENCIES
COALITION OF ALCOHOL AND DRUG ASSOCIATIONS
CALIFORNIA ASSOCIATION OF ALCOHOL & DRUG PROGRAM EXECUTIVES, INC.
CALIFORNIA ALLIANCE OF CHILD AND FAMILY SERVICES
CALIFORNIA OPIOID MAINTENANCE PROVIDERS

SUBJECT: AMERICAN SOCIETY OF ADDICTION MEDICINE (ASAM) LEVEL OF CARE (LOC) DATA COLLECTION FOR THE DRUG MEDICAL ORGANIZED DELIVERY SYSTEM (DMC-ODS) WAIVER

PURPOSE

This Department of Health Care Services (DHCS) Information Notice provides guidance to counties, participating in the DMC-ODS Waiver for the submission of ASAM LOC data.

BACKGROUND

The DMC-ODS is a Pilot program approved by the Centers for Medicare and Medicaid Services to test a new paradigm for the organized delivery of health care services for Medicaid eligible individuals with substance use disorders (SUDs). The DMC-ODS will demonstrate how organized SUD care increases the success of DMC beneficiaries while decreasing other system health care costs. A critical element of the DMC-ODS Pilot includes providing a continuum of care modeled after the ASAM criteria for SUD treatment services.

A primary goal underlying the ASAM Criteria is for the beneficiary to be placed in the most appropriate LOC. For both clinical and financial reasons, the preferable LOC is that which is the least intensive while still meeting treatment objectives and providing

safety and security for the beneficiary. The ASAM Criteria is a single, common standard for assessing patient needs, optimizing placement, determining medical necessity, and documenting the appropriateness of reimbursement.

DMC-ODS Waiver counties are required to use the ASAM Criteria to ensure that eligible beneficiaries have access to the SUD services that best align with their treatment needs. Waiver counties are required to have a Utilization Management Program to ensure that beneficiaries have appropriate access to SUD services; medical necessity has been established, the beneficiary is in the appropriate ASAM LOC, and that the interventions are appropriate for the diagnosis and LOC. Waiver counties are also required to have a documented system for collecting, maintaining and evaluating accessibility to care and waiting list information, including tracking the number of days to first DMC-ODS service at the appropriate ASAM LOC following initial request or referral for all DMC-ODS services.

Counties participating in the DMC-ODS are required to provide DHCS with data and information in order to comply with the evaluation and quarterly reporting established by the DMC-ODS special terms and conditions. This includes information from ASAM criteria-based screenings and assessments. A spreadsheet template that includes all of the required data elements, definitions, and validation rules, is available, as described below. DHCS will utilize this data to monitor appropriate use of ASAM criteria in the DMC-ODS.

DISCUSSION

DMC-ODS Waiver counties are required to submit their ASAM LOC data for all DMC beneficiaries to through DHCS' Information Technology Web Services (ITWS), which is the same system counties already use to submit data to the California Outcomes Measurement System (CalOMS). Although ASAM LOC and CalOMS data must be submitted in separate files, submission rules will be similar. ASAM LOC data submission will be cumulative and must be submitted at least once monthly, no later than 45 days after the month of service. However, counties are not limited to once per month reporting and can choose to submit ASAM LOC data more often as needed.

Enrollment in ITWS and CalOMS

Users not enrolled in ITWS will need to open the DHCS ITWS page at <https://itws.dhcs.ca.gov/> and click on the "Enroll" button at the top right-hand side of the page and follow the prompts to enroll in ITWS. Instructions on the enrollment process are located in the Pre-Enrollment guide under Quick Links.

Existing ITWS users who do not have access to the CalOMS system will need to log onto ITWS and go to Utilities > Request Additional Memberships, then follow the instructions on the screen. Users must then print and sign the resulting form, as well as obtain the signature of the county approver. The signed and authorized form must be faxed to ITWS, using the number listed on the form. When the faxed request has been processed, users will receive an email, confirming their access to CalOMS.

LOC Submission into ITWS

Once enrolled in ITWS and access to CalOMS is established, users will access CalOMS through the ITWS website at <https://itws.dhcs.ca.gov>. When logged onto ITWS, users will need to click on Systems > California Outcomes Measurement System (CalOMS) to enter the CalOMS system. The technical instructions for ASAM LOC data submission and the Excel template for data submission will be found under CalOMS Information > ASAM Level of Care (LOC).

Format for Data Submission

Counties can choose to use the Excel template that is available on ITWS to record their data. Alternatively, if counties wish to record ASAM LOC data in their own electronic systems, they may do so as long as the data can be exported into a format that conforms to the file layout specifications described in the technical documentation. If the Excel template is used, the instructions in the technical documentation can be used to save a file that will meet the required specifications.

All files submitted, whether Excel template or custom batch file, must be saved in Comma-Separated Values (CSV) format. The CSV files must be zipped and password-protected. The password to be used and additional instructions will be available in the technical documentation on ITWS.

If you have any questions regarding the ITWS enrollment process or other ITWS issues, please contact the DHCS ITWS Help Desk at (800) 579-0874 or ITServiceDesk@dhcs.ca.gov. If you have any questions regarding the submission of ASAM LOC data, please contact Darren Urada, Ph.D. with UCLA at durada@ucla.edu or (310) 267-5227 or Michele Wong with DHCS at michele.wong@dhcs.ca.gov or (916) 327-3184.

Sincerely,

Original signed by

Karen Baylor, Ph.D., LMFT, Deputy Director
Mental Health & Substance Use Disorder Services