



C A L I F O R N I A   D E P A R T M E N T   O F

# Mental Health

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

July 14, 2003

DMH INFORMATION NOTICE NO.: 03-06

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

SUBJECT: CULTURAL COMPETENCE PLAN UPDATES

REFERENCE DMH Information Notice No. 02-03

Mental Health Plans (MHPs) are required by Title 9, California Code of Regulations, Section 1810.410, to submit annual updates on their Cultural Competence Plans to the Department of Mental Health (DMH) for review and approval. DMH Information Notice No. 02-03 issued May 2, 2002 provided information on the update process. Enclosed as Attachment 1 is the required format for this year's submission. This year's Cultural Competence Plan updates will be due to DMH on September 30, 2003.

The annual plan update must cover the MHP's Cultural Competence Plan activities, progress, challenges and changes since July 1, 2002. This year, the annual updates will be submitted for both review and approval. DMH will review each submission to determine if plan update requirements are met or if additional information is needed (see Attachment 1). This year's plan submission will require update on assessments of the MHPs' population, organization, service providers, and Medi-Cal utilization. Updated data and analyses of these specific areas have not been required since the original plan submission in 1998.

MHP Medi-Cal data is available to assist you in developing the Population Assessment portion of the Cultural Competency Annual Plan (CCAP). See Attachment 2 regarding availability and access to Medi-Cal data, information that was previously transmitted to MHPs via e-mail.

By September 30, 2003, four copies of your completed CCAP update form are due to DMH Technical Assistance and Training Section. Please mail your update to Department of Mental Health, Technical Assistance and Training, 1600 9th Street, Room 100, Sacramento, CA 95814. For your convenience, the enclosed form will also be available on the DMH web site at [www.dmh.ca.gov](http://www.dmh.ca.gov). You may add additional pages as needed to complete plan update requirements.



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For energy saving tips, visit the DMH website at  
[www.dmh.cahwnet.gov](http://www.dmh.cahwnet.gov)

If you have questions about the plan update, feel free to contact Rachel Guerrero, Chief, Office of Multicultural Services, at 916-654-2323, or your contract manager in the Technical Assistance and Training Section below.

**DMH Technical Assistance and Training Contract Managers**

Bay Area Region	Ruth Walz	(707) 252-3168
Central Region	Anthony Sotelo	(916) 651-6848
Northern Region	Jake Donovan	(916) 651-9867
Southern Region	Eddie Gabriel	(916) 654-3263

Sincerely,

*(Original Signed By)*

STEPHEN W. MAYBERG, Ph.D.  
Director

Enclosures

cc: California Mental Health Planning Council  
Chief, Technical Assistance and Training  
Ethnic Services Managers/Coordinators