



DATE: July 26, 2024

Behavioral Health Information Notice No: 24-028

TO: California Alliance of Child and Family Services
California Association for Alcohol/Drug Educators
California Association of Alcohol & Drug Program Executives, Inc.
California Association of DUI Treatment Programs
California Association of Social Rehabilitation Agencies
California Consortium of Addiction Programs and Professionals
California Council of Community Behavioral Health Agencies
California Hospital Association
California Opioid Maintenance Providers
California State Association of Counties
Coalition of Alcohol and Drug Associations
County Behavioral Health Directors
County Behavioral Health Directors Association of California
County Drug & Alcohol Administrators

SUBJECT: Mental Health Services Act (MHSA) Annual Program Review

PURPOSE: This Behavioral Health Information Notice (BHIN) informs the counties of the 2025 MHSA Annual Program review process.

REFERENCE: BHIN [19-042](#); Welfare and Institutions Code (W&I) sections [5897\(d\)](#), [5897\(e\)](#), and [5655](#).

BACKGROUND:

Pursuant to W&I section 5897(d), DHCS is required to conduct program reviews of performance contracts to determine compliance with the terms of the contract. Each county's performance contract is to be reviewed at least once every three years, subject to available funding for this purpose.

POLICY:

DHCS will conduct program reviews of county MHSA programs and services via desk review for fiscal year (FY) 2023-2024 and may include an on-site review as needed. The 2025 MHSA program review schedule is enclosed with this notice and identifies the start date of the program review. On the start date, DHCS will send the county a Suggested Document list and the county must submit documents to DHCS that provide evidence of compliance with the statutes and regulations of MHSA and/or terms of the performance contract pertaining to the provision of mental health programs and services.

Behavioral Health Information Notice No.: 23-028
Page 2
July 26, 2024

Documents must be submitted on time and uploaded to the MOVEit system per the correct naming convention instructions to be considered for the review.

The desk review consists of a review of the submitted documents, at the end of which DHCS will determine if an on-site review is warranted. If an on-site visit is determined to be necessary, the attached county review schedule identifies the on-site visit date. The on-site review may include discussions with county staff/leadership, service providers, program visits, chart documentation review, client meetings, and housing visits.

DHCS will provide the option of a closing discussion with the county of any findings, recommendations, and suggestions at the conclusion of the review.

DHCS will provide a Performance Review (PR) report after the program review, which includes a description of any finding(s), recommendation(s), and suggested improvements.

If the County disagrees with a finding listed on the PR report, they have 15 business days to respond in writing by contacting DHCS at MHSA@dhcs.ca.gov.

A Plan of Correction (POC) is required for all findings and must be submitted to DHCS within 60 calendar days of receipt of the PR report. DHCS will review the POC to determine if the proposed plan is sufficient to bring the county into compliance. If DHCS determines the POC is insufficient, the county shall propose an alternative POC to DHCS. The County should not submit a POC prior to receiving the PR report.

DHCS will post POCs on its internet website, pursuant to W&I section 5897(e). DHCS may withhold funds from any county that fails to comply with any provision of the Performance Contract, pursuant to W&I section 5655.

Please send any questions regarding this Information Notice to MHSA@dhcs.ca.gov.

Sincerely,

Original signed by

Marlies Perez, Chief
Community Services Division

2025 MHSA PROGRAM REVIEW SCHEDULE

County	Review Start Date	On Site Review <i>(if warranted)</i>
Riverside	October 23, 2024	January 7-8, 2025
San Bernardino	October 23, 2024	January 7-8, 2025
Glenn	November 20, 2024	January 28-29, 2025
Imperial	November 20, 2024	January 28-29, 2025
Kern	December 18, 2024	February 25-27, 2025
Kings	December 18, 2024	February 25-26, 2025
Los Angeles	January 15, 2025	March 25-28, 2025
Madera	January 15, 2025	March 25-26, 2025
Mariposa	February 12, 2025	April 22-23, 2025
Mendocino	February 12, 2025	April 22-23, 2025
Napa	March 12, 2025	May 20-21, 2025
Orange	March 12, 2025	May 20-22, 2025
Placer	April 9, 2025	June 10-12, 2025
Plumas	April 9, 2025	June 10-11, 2025
Alpine	May 7, 2025	July 15-17, 2025
El Dorado	May 7, 2025	July 15-17, 2025
San Luis Obispo	June 4, 2025	August 12-14, 2025
Sierra	June 4, 2025	August 12-13, 2025
Siskiyou	July 2, 2025	September 9-10, 202
Sutter-Yuba	July 2, 2025	September 9-11, 202