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



GAVIN NEWSOM  
GOVERNOR

DATE: May 26, 2020

Behavioral Health Information Notice No: 20-022  
Supersedes MHSUDS Information Notice 18-049

TO: All County Welfare Directors  
All Short-Term Residential Therapeutic Program Providers  
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 Consortium of Addiction Programs and Professionals  
California Council of Community Behavioral Health Agencies  
California Department of Social Services  
California Opioid Maintenance Providers  
California State Association of Counties  
Chief Probation Officers of California  
Coalition of Alcohol and Drug Associations  
County Behavioral Health Directors  
County Behavioral Health Directors Association of California  
County Drug & Alcohol Administrators  
County Welfare Directors Association of California  
Local Mental Health Boards

SUBJECT: Delegation of Mental Health Program Approval Tasks of Short-Term Residential Therapeutic Programs

PURPOSE: This Information Notice (IN) is to provide County Mental Health Plans (County) with information regarding the delegation of the mental health program approval (Program Approval) task requirements for all Short-Term Residential Therapeutic Programs (STRTPs) within the County. This information notice supersedes Mental Health Substance Use Disorder Services (MHSUDS) Information Notice No. 18-049.

REFERENCE: [MHSUDS Information Notice No.:18-049](#)

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### BACKGROUND:

Upon the release of the STRTP Interim Regulations in October of 2018, Department of Health Care Services (DHCS) communicated to Counties how to request the delegation of the Program Approval authority tasks. DHCS has since released [Interim STRTP Regulations Version II](#) as an Enclosure to [Behavioral Health Information Notice NO: 20-005](#).

This information notice provides guidance to Counties regarding how to request the delegation of Program Approval tasks, and includes an updated “Delegation of Approval Task” DHCS 1740 form (Enclosure 1), superseding MHSUDS Information Notice No 18-049.

### POLICY:

This notice describes the procedures for a County to request that DHCS delegate the Program Approval tasks to the county. Detailed information regarding delegation of the Program Approval task requirements are specified in the Interim STRTP Regulations Version II, Section 25. DHCS has the authority to delegate to Counties the Program Approval, oversight, enforcement, due process and other responsibilities over the mental health programs at the STRTPs within its county (Welfare and Institutions Code (W&I) Section 4096.5 subdivision (g)).

A delegate County (Delegate) will process and make approval determinations for all applications for STRTP Program Approvals within its county, whether or not the Delegate has a contract with the STRTP to serve the Delegate’s Medi-Cal beneficiaries. Delegates cannot process or approve an application for a mental health program from a STRTP located outside of its county. Delegates that act jointly pursuant to W&I Section 14712, such as Sutter/Yuba and Placer Sierra, can process and approve an STRTP mental health program within their combined counties. The Delegate decision regarding the Program Approval must be based upon the STRTP’s compliance with the applicable statutes, regulations, and policy guidance. If the STRTP is County-owned or operated, DHCS will retain exclusive authority for the Program Approval tasks.

A County may request or change Program Approval authority at any time by completing and sending the “Delegation of Approval Task” form (Enclosure 1, form 1740) by email to [STRTP@dhcs.ca.gov](mailto:STRTP@dhcs.ca.gov). If approved, DHCS will issue a written Notice of Approval delegating the authority to the County for approval, oversight, enforcement, due process and other responsibilities over the mental health programs at the STRTPs within its county (Interim STRTP Regulations Version II, including Section 24, Application for Renewal of STRTP Mental Health Program Approval and Section 25, Delegation of Approval Task.) Re-submission of the form 1740 is not required if the County already has DHCS approval for the delegation of Program Approval tasks.

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DHCS will continue to provide technical assistance and training to Counties including conducting joint onsite reviews with the County and providing template letters and forms.

This IN supersedes all prior communications between the Department and Counties concerning delegation of the STRTP Program Approvals. Contact the Community Services Division STRTP at [STRTP@dhcs.ca.gov](mailto:STRTP@dhcs.ca.gov) for questions.

Sincerely,

Marlies Perez, Chief  
Community Services Division

Enclosures