



County of San Bernardino
Department of Behavioral Health

INFORMATION NOTICE 13-05

Date: 07/15/13

To: Department of Behavioral Health Staff
Department of Behavioral Health Contract Agencies

From: CaSonya Thomas, MPA, CHC, Director

Subject: Mental Health Plan Contract Clarifications

Introduction The Department of Health Care Services (DHCS) has recently released a new Mental Health Plan (MHP) contract. Pursuant to the DHCS audit protocol released in August 2012, the purpose of this Information Notice is for Department of Behavioral Health (DBH) to clarify existing contract language in order to maintain compliance with DHCS standards in fiscal year 2013/2014 and beyond.

**Administrative
Program
Requirement**

Contractors are required to have hours of operation during which services are provided to Medi-Cal beneficiaries that are no less than the hours of operation during which the provider offers services to non-Medi-Cal beneficiaries. If the provider only serves Medi-Cal beneficiaries, the hours of operation must be comparable to the hours made available for Medi-Cal services that are not covered by the contractor or another MHP. Contract agencies shall attach a schedule explaining hours of operation to its contract effective fiscal year 2013/2014. Hours of operation are required for Medi-Cal contracts and shall be routinely monitored by program monitors.

Contractor shall have hours of operation posted in the facility that matches hours listed in the contract. Contractor is responsible for notifying the County of any changes in hours or availability. Notice of change in hours must be provided in writing to the DBH Access unit via fax (909) 386-0775 and the County program contact overseeing the contract.

**Civil Rights
Compliance**

Contractors shall not discriminate against beneficiaries on the basis of health status or need for health care services pursuant to Code of Federal Regulations, Title 42, Section 438.6(d)(3).

Continued on next page

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INFORMATION NOTICE 13-05, Continued

Scope of Work Requirement	Contractor shall sign the program scope each year an amendment is completed to acknowledge the scope of the contract is unchanged. Additionally, if the contract has addendums, this shall suggest every aspect of the program scope has been reviewed (i.e. program hours).
Questions	For questions about the MHP contract, contact the DBH Contracts unit at (909) 382-3059.
Reference	Code of Federal Regulations, Title 42, Public Health, Chapter IV, Section 438.6(d)(3) California Code of Regulations, Title 9, Rehabilitative and Developmental Services California Code of Regulations, Title 22, Social Security Welfare and Institutions Code, Division 5, Community Mental Health Services
