

Request for Information: Field Based Services Work Plans

Purpose of request

Providers shall submit a FBS work plan proposal request to Department of Behavioral Health Substance Use Disorder and Recovery Services (SUDRS) with the rationale for a community-based service co-location. Proposals need to include data about the following:

- Proposed FBS site and target population
 - Special needs of individuals who will be served in each proposed FBS site
 - Volume of individuals expected to be served in the site
 - Levels of care or services to be delivered (ASAM 1.0, ASAM 2.1, case management or recovery support services)
 - Frequency and hours of operation on the site
 - A Memorandum of Understanding (MOU) from the host agency or organization
 - Explanation of how the FBS will comply with required patient confidentiality requirements (42 CFR Part 2 and HIPAA) when they are delivered in the proposed settings
-

FBS Target Populations

FBS is intended for those populations that have been historically difficult to serve which include, but are not limited to, the following populations:

- Arsonists
 - Registered Sex Offenders
 - Homeless
 - Individuals with Co-occurring Conditions
 - Medically Fragile
 - Residents of Rural Areas
 - Juvenile Justice-Involved
 - Foster Care System-Involved
 - Pregnant and Postpartum Women
 - Gang-Involved
 - Older Adults
 - Women with Children
 - Veterans
 - School-Based youth, including Alternative School Placements
-

Site Limitations

FBS cannot be used in lieu of obtaining California Department of Health Care Services (DHCS) DMC site certification for providers' directly operated sites (e.g., rented, leased, owned sites) where delivery of SUD treatment services

are the primary business and where services are delivered by individuals employed by the agency managing the service site.

In-custody services are not permissible as a FBS delivery site and are not reimbursable through the DMC program.

Allowable Sites

Youth	Adult
Youth Homeless Shelters	Adult Day Centers
Group Homes	Board and Care Settings
Community Facility Centers	Federally Qualified Health Centers
Community Centers	Drop-in Centers
Recreation Centers	DBH Mental Health Clinic Sites
Children and Family Services Offices	Probation Department Offices
Education Alternative Sites	Transitional Assistance Department Offices
SUDRS Approved School Sites	Drop-in Centers

FBS Procedures

1. If during the intake process an SUD counselor/clinician determines that a patient is a member of at least one of the target population identified in this document, the counselor/clinician needs to assess if FBS as a delivery option is necessary and appropriate for the patient.
2. The SUD counselor/clinician must work with the patient to develop a treatment plan that includes goals specific to FBS:
 - FBS goals must be explicitly included in the treatment plan in order to be billed
 - The treatment plan for FBS must include the anticipated number of FBS sessions to be provided and the FBS site location that was approved
3. Minimum FBS service expectations include:
 - Providing culturally, linguistically and developmentally competent services
 - Utilizing a biopsychosocial approach, including education regarding medication-assisted treatment, when applicable and necessary
 - Using evidence-based practices such as Motivational Interviewing and Cognitive Behavioral Therapy
 - Using case management to facilitate care coordination and access to necessary health and social services

- Compliance with applicable legal and regulatory obligations, including confidentiality requirements (e.g., HIPAA and 42 CFR Part 2)
 - 4. The same treatment and discharge procedures for OP (ASAM 1.0), IOT (ASAM 2.1), case management, and recovery support services apply to patients receiving FBS.
 - 5. Documentation expectations for FBS are identical to that of other services delivered throughout the specialty SUD system. It is critical that SUD counselors/clinicians clearly document all FBS rendered to patients, including but not limited to: specifying the type of FBS service delivered, duration, and location of service delivery.
-

Components of FBS

1. Assessment and Patient Outreach
 - Agencies may opt to utilize FBS to conduct ASAM Continuum or Youth ASAM assessments and outreach. However, only services rendered to individuals who meet medical necessity will be reimbursable. Thus, agencies that opt to utilize FBS to conduct assessments and outreach should acknowledge that time spent conducting assessments for individuals that do not ultimately meet medical necessity are not reimbursable.
 2. Direct SUD Treatment Services
 - FBS outpatient, IOT services and case management may be provided on an individual or group basis. Groups should have at least two (2) and can be no more than twelve (12) individuals per group. Individuals must meet medical necessity based upon the ASAM Criteria in order to access the following service components:
 1. Individual Counseling
 2. Group Counseling
 3. Case Management
 4. Patient Education
 5. Family Therapy
 6. Collateral Services
 7. Recovery Support Services
-

FBS Service Site Approvals

- For monitoring purposes, contractors shall complete and submit FBS work plan summary, work plan narrative, and applicable MOUs for review. The purpose of the work plan is to:
1. Identify the proposed non-clinic settings and target populations to be served

2. Demonstrate that FBS will comply with required patient confidentiality and security for records requirements (42 CFR Part 2 and HIPAA when they are delivering in the proposed settings
3. Describe the frequency and duration of service provision in field-based locations

SUDRS will require a Memorandum of Understanding (MOU) between the contractor and the agencies/organizations that will host the provider of FBS including school-based sites. SUDRS reserves the right to deny approval of work plans at its sole discretion at any time.

The County maintains full discretion to approve and deny FBS work plan proposals at any time. Agencies conducting FBS at sites not listed on the approved work plan will be disallowed and may have their approved FBS work plan revoked.

Any modifications made to an approved work plan must be approved by SUDRS prior to implementation (e.g., new location, new population).

How to respond SUDRS is requesting contractors complete the work plan summary and narrative and provide, along with any applicable MOUs, to SUDRS Administration for review and approval by September 1, 2018. Documents may be submitted via fax @ (909) 381-2172, Attn: FBS Coordinator.
