



Monterey County Behavioral Health Quality Improvement CalAIM Implementation Memo: 006

Re:	Unbundling of Service Duration Time for Drug MediCal Organized Delivery System
Form Reference	SUD Progress Note SUD Group Progress Notes DHCS Drug Medi-Cal Billing Manual (September 2022)
Effective	November 7 th , 2022

Topic

In the spirit of California Advancing and Innovating Medi-Cal (CalAIM), and to prepare for changes related to payment reform, Monterey County Behavioral Health (MCBH) is unbundling total service duration in all behavioral health progress notes for MyAVATAR users to denote actual service duration, travel time¹ and documentation time separately. This change will allow MCBH and substance use disorder providers to review and make informed decisions related to actual service delivery versus documentation time and travel time as part of a service.

Procedure

Previous requirements:

1. **One (1)** field for total Service duration included actual service time + documentation time + travel time to and from service¹.
2. Total Service duration was claimable to MediCal.

MediCal Requirements as of November 7th, 2022

1. **Three (3)** separate fields: service duration, documentation time, and travel time to service¹ will be required.
 - a. If there was no travel time, enter "0" as the duration value.
2. Total service duration includes time spent providing the service + documentation time + travel time to service¹.
 - a. Travel time is used for community-based services where the counselor drives from the clinic setting to the location where the service is provided. This includes return travel to the clinic. In order to bill for transportation, the counselor must document the date and start and end time for each portion (to and from) of travel time and should be noted in the narrative section of the progress note.
 - b. Documentation time is specific to the time it takes for the counselor to write a progress note for an individual counseling session, or each beneficiary that participated in a group counseling session. If there is more than one counselor providing the group

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counseling, each practitioner must complete a separate progress note for each beneficiary. Documentation time should also include the date, start and end time for each progress note and should be noted in the narrative section of the progress note.

i. Providers shall do their best to accurately enter time spent on documentation.

3. Total Service duration is still claimable to MediCal.
4. These requirements apply to outpatient services ONLY, with the exception listed in #5 below.
 - a. Documentation time is NOT billable for NTP individual and group counseling.
5. Care Coordination services (previously known as Case Management) have the same requirements as mentioned above and may be billed for ANY level of care.

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Note Types Impacted:

Substance Use Disorder Forms
SUD Progress Note
SUD Group Progress Notes

SUD Progress Note

1. Total Duration field will be disabled.
2. Service Duration, Doc Duration, and Travel Duration have been added and are made required. The time entered in these 3 fields will automatically be summarized under “Total Duration”.
3. Finalize the SUD Progress Notes and submit.

The screenshot shows a web-based form for entering a Substance Use Disorder (SUD) Progress Note. The form is titled "SUD Progress Note" and includes a "Progress Note" sidebar on the left with a "Submit" button and several icons. The main form area contains the following fields and sections:

- Service Date:** 10/26/2022
- Start Time:** Current, H, M, AM/PM
- Service Code Desc:** Dropdown menu
- Practitioner:** SANCHEZ, JESSICA-MTY CO (002355)
- Co-Practitioner:** Empty field
- 2nd Co-Practitioner:** Empty field
- Service Duration, Doc Duration, Travel Duration, Total Duration:** A group of four input fields, with the first three highlighted by a red box.
- Total Duration (Future Use):** Three additional input fields for future use.
- Location Of Service:** Dropdown menu
- Note Type:** Dropdown menu
- Evidenced Based Practice:** Dropdown menu
- Co Sign Staff Memeber:** Dropdown menu
- Co Sign User ID:** Input field
- Note Details:** A large text area for notes, with a "Provider Updated?" checkbox and a "Review By Co Signer" dropdown.
- Link This Note to the Treatment Plan:** A section with dropdowns for "Treatment Plan Problem" and "Treatment Plan Intervention", and buttons for "Add TP Problem Text" and "Clear TP Text".
- Treatment Plan Text:** A text area at the bottom for additional treatment plan details.

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SUD Group Progress Note

Base Group Note Tab

1. Total Duration field will be disabled.
2. Service Duration, Doc Duration, and Travel Duration have been added and are made required. The time entered in these 3 fields will automatically be summarized under “Total Duration”.
3. Finalize the Base Group Notes and continue the process as usual.

The screenshot displays the 'SUD Group Progress Note' interface, specifically the 'Base Group Note' tab. The form contains the following fields and controls:

- Date of Group:** 10/26/2022 (with T, Y, and calendar icons)
- Group ID:** 002355-0019
- Base Note Pending Final:** Radio buttons for Pending (selected) and Final.
- Start Time:** Input field with 'Current' button and AM/PM selection.
- Practitioner:** Dropdown menu showing 'SANCHEZ, JESSICA-MTY CO (002355)'. Other fields for 'Co Practitioner' and 'Practitioner 3' are empty.
- Duration Fields (highlighted in a red box):**
 - Service Duration
 - Doc Duration
 - Travel Duration
 - Total Duration
- Face To Face Dur, Doc Dur (future Use), Travel Dur (Future), Total Duration:** Three columns of corresponding duration input fields.
- Location Of Service:** Dropdown menu.
- Evidence Based Practice:** Dropdown menu.
- Note Type:** Dropdown menu.
- Co Signer:** Dropdown menu.
- Co Sign User ID:** Input field.
- Topic of Session:** Input field.
- Base Note Text:** Large text area for notes.
- ** Finalize Base Note ****: Button at the bottom.
- Co Sign Staff ID:** Input field.
- Provider User ID:** Input field.

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General Examples:

- Provider met with a client for 64 minutes for individual therapy and spent 7 minutes documenting the service.
 - Service duration: 64 minutes
 - Travel duration: 0 minutes
 - Doc duration: 7 minutes
 - Total duration = 71 minutes

- Provider attempted to contact person in care over the phone. The phone call took 3 minutes. The provider left a voicemail and documented outreach and documentation was 2 minutes.
 - Service duration: 3 minutes
 - Travel duration: 0 minutes
 - Doc duration: 2 minutes
 - Total duration = 5 minutes

- LPHA travel 15 minutes from the clinic to the person in care's home and back (round trip was 30 minutes). LPHA provided 78 minutes of family therapy and spent 22 minutes documenting the service.
 - Service duration: 78 minutes
 - Travel duration: 30 minutes
 - Doc duration: 22 minutes
 - Total duration = 130 minutes

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