

## POLICIES AND PROCEDURE MANUAL

<b>Chapter:</b>	<b>General Management</b>		
<b>Title:</b>	<b>CCBHC Recipient Eligibility</b>		
<b>Policy:</b> <input checked="" type="checkbox"/>	<b>Review Cycle:</b> Biennial	<b>Adopted Date:</b> 05.09.2023	<b>Related Policies:</b>
<b>Procedure:</b> <input type="checkbox"/>	<b>Author:</b> Chief Behavioral Health Officer	<b>Review Date</b>	
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**Purpose**

Mid-State Health Network (MSHN) must adhere to the Certified Community Behavioral Health Clinic (CCBHC) contractual and policy requirements with the Michigan Department of Health and Human Services (MDHHS). MSHN shares responsibility for ensuring continued access to CCBHC services and is responsible for meeting minimum requirements and coordinating care for eligible CCBHC recipients.

**Policy**

MSHN Utilization Management (UM) functions are performed in accordance with approved MSHN policies, procedures, and standards. MSHN has delegated determination of CCBHC recipient eligibility to its provider network. This includes monitoring of prospective, concurrent, and retrospective reviews of UM decisions regarding CCBHC eligibility. MSHN provides delegated managed care oversight and monitoring relative to access and eligibility of Medicaid and Non-Medicaid recipients recommended for enrollment in one of its CCBHCs.

**CCBHC Recipient Eligibility:**

Any individual with a mental health or substance use disorder (SUD) diagnosis code from the 10<sup>th</sup> revision of the International Statistical Classification of Disease and Related Health Problems (ICD-10) as cited in Appendix B of the Michigan CCBHC Demonstration Handbook, is eligible for CCBHC services. The mental health or SUD diagnosis does not need to be the primary diagnosis if an individual has more than one diagnosis. Individuals with diagnosis of intellectual/developmental disability are eligible for CCBHC services if a mental illness and/or SUD diagnosis is present as well.

Eligibility review should align with assessment and diagnosis and take place as frequently as clinically appropriate. If an individual continues to have a behavioral health and/or substance use diagnosis, they are eligible for CCBHC services.

**CCBHC Enrollment/Disenrollment and Recommendation in the Waiver Support Application (WSA):**

The CCBHC shall be engaged in the following functions related to recipient eligibility:

- 1) Recommend MSHN to complete an action on CCBHC recipient assignment.
- 2) Adhere to all applicable privacy, consent, and data security statutes.
- 3) Practice in accordance with accepted standards and guidelines and comply with all applicable policies published in the Michigan Medicaid Provider Manual.
- 4) Utilize the waiver support application (WSA) to develop a recipient roster, review reports, recommend individual assignment to the CCBHC, and view data for assigned recipients.

- 5) Attest to diagnostic criteria for recipients.
- 6) Recommend recipient disenrollment, as appropriate, to MSHN via the WSA.
- 7) Recipients can change CCBHC providers, if feasible. The current CCBHC and the future CCBHC need to coordinate and communicate transition options to the recipient.

**CCBHC Enrollment/Disenrollment and Assignment in the Waiver Support Application (WSA):**

MSHN will use the WSA for CCBHC assignment activities, including assignment management and report generation. Assignment management includes the following:

- 1) MSHN shall work with the CCBHCs in its region to assign eligible recipients in the WSA.
- 2) Review CCBHC WSA-uploaded information on CCBHC recipients for the Medicaid and non-Medicaid population.
- 3) Assign CCBHC recipient to the appropriate CCBHC.
- 4) MSHN will engage in oversight and review activity to confirm the presence of appropriate diagnosis/diagnoses as well as consent, as a part of regular delegated managed care activity and utilization management reports.
- 5) Disenroll recipient from the WSA, as appropriate.
- 6) Facilitate transfer from CCBHC to CCBHC as appropriate.

**Applies to:**

- All Mid-State Health Network Staff
- Selected MSHN Staff, as follows:
- MSHN's CCBHC Affiliates:  Policy Only  Policy and Procedure
- Other: Sub-contract Providers

**Definitions/Acronyms:**

**Assigned:** Medicaid or non-Medicaid CCBHC recipient assigned to a CCBHC in the WSA. This action is completed by the PIHP.

**CCBHC:** Certified Community Behavioral Health Clinic.

**CHAMPS:** Community Health Automated Medicaid Processing System

**CMHSP:** Community Mental Health Service Provider

**DCO:** Designated Collaborating Organization. An entity not under direct supervision of the CCBHC but is in a formal relationship with the CCBHC and delivers services under the same requirements as the CCBHC.

**Disenrolled:** Medicaid or non-Medicaid recipient disenrolled from the CCBHC.

**Eligible:** Medicaid or non-Medicaid person who is eligible for CCBHC services. These individuals are not yet assigned to a CCBHC in the WSA.

**Enrolled:** Medicaid beneficiary who is enrolled in the CCBHC benefit plan in CHAMPS.

**MDHHS:** Michigan Department of Health and Human Services

**MSHN:** Mid-State Health Network.

**PIHP:** Prepaid Inpatient Health Plan.

**Recommended:** Medicaid or non-Medicaid eligible recipient recommended by a CCBHC for assignment by the PIHP.

**Subcontractors:** refers to an individual or organization that is directly under contract with CMHSP and/or MSHN to provide behavioral health services and/or supports.

**Provider Network:** refers to MSHN CMHSP Participants and SUD providers directly under contract with MSHN to provide/arrange for behavioral health services and/or supports. CCBHC services and supports may be provided through direct operations or through the DCO arrangements.

**SUD:** Substance Use Disorder

Transfer: an option the recipient can utilize to change CCBHC providers. It is recommended that the recipient establish a lasting relationship with their chosen CCBHC.

UM: Utilization Management

WSA: Wavier Support Application

**Related Materials:**

N/A

**References/Legal Authority:**

1. MDHHS Medicaid Managed Specialty Supports and Services Concurrent 1915(b)/(c) Waiver Program
2. Michigan Medicaid Provider Manual, (current edition).
3. Michigan Certified Community Behavioral Health Clinic (CCBHC) Handbook, Version 1.3

**Change Log:**

<b>Date of Change</b>	<b>Description of Change</b>	<b>Responsible Party</b>
3/22/2022	New MSHN policy	Director of Utilization and Care Management