



DEPARTMENT OF HEALTH AND HUMAN SERVICES  
DIVISION OF MENTAL HEALTH, DEVELOPMENTAL DISABILITIES  
AND SUBSTANCE ABUSE SERVICES

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February 15, 2017

TO: LME-MCO Directors  
LME-MCO Contract Managers  
LME-MCO Points of Contact

FROM: Lisa Haire  
Assistant Director  
Quality Management and Operations

SUBJECT: State Fiscal Year 2017 Monitoring of State and Federally-Funded Services

The SFY 2017 annual LME systems review will take place from April 17 - June 9. This review will consist of a Block Grant Review and a Clinical Services Review which will include the Community Mental Health Services Block Grant (CMHSBG), the Substance Abuse Prevention and Treatment Block Grant (SAPTBG) and the Social Services Block Grant (SSBG), the Planning Grant for Expansion of Comprehensive Mental Health Services for Children and their Families (System of Care Planning Grant), state-funded services and the LME-MCO I/DD State Wait List. Fiscal monitoring will not be a part of this year's systems review.

To assist in preparing for the review, we are providing the following technical assistance. Please mark your calendars for these important dates:

February 10, 2017	A special mailbox has been set up to receive questions about the 2017 audit. These questions will be routed to the appropriate subject matter expert for a response. The mailbox address is <a href="mailto:LME.Monitoring@dhhs.nc.gov">LME.Monitoring@dhhs.nc.gov</a> .
February 23, 2017	Audit Tools (in Excel Format) and Guidelines will be posted on the Audit Information page.
*March 1, 2017 -- 1:00 PM – 3:00 PM Toll-Free # 1-888-273-3658 Access code: 2490768#	The webinar will present an overview of the tools, new areas that will be reviewed and sample selection. LME-MCO staff responsible for the special programs and services that are included in the systems review are invited to attend the webinar.
March 15, 2017	A Frequently Asked Questions (FAQs) document will be posted on the Audit Information page so that responses can be shared with other LME-MCOs.

\*Webinar Event number: 665 569 112

Event address for attendees:

<https://dsohf.webex.com/dsohf/onstage/g.php?MTID=ebf5f7036b018ed554288f0b4575c43b0>

Event password: DMH321

[www.ncdhhs.gov](http://www.ncdhhs.gov) • [www.ncdhhs.gov/mhddsas/](http://www.ncdhhs.gov/mhddsas/)

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Following is a brief description of each review:

### **Block Grant Review**

The Block Grant Review is conducted to ensure compliance with the requirements of 45 CFR Part 96, Subpart I, the Substance Abuse Prevention and Treatment Block Grant (SAPTBG) and 42 USC Part B, Subpart I, Block Grants for Community Mental Health Services (CMHSBG). The System of Care Expansion Planning Grant (CFDA 93.104) will also be included as part of the Block Grant Review. Block grant monitoring includes a program review and a record review of the following programs. The tools and guidelines, which will be posted on February 20, provide details about the specific areas of each review. Those tools that are new or which have been revised are denoted with an asterisk (\*) and are described below.

#### Program Reviews

- CASAWORKS for Families™ Residential Initiative
- SAPTBG Set Aside Programs for Women Who are Pregnant, Who Have Dependent Children and/or Are Seeking Custody of a Child(ren)
- SAPTBG Work First/Child Protective Services Substance Use Initiative
- SAPTBG Prevention
- SAPTBG Individuals Using Substances Intravenously
- \*Juvenile Justice Substance Abuse Mental Health Partnership (JJSAMHP)
- \*\*Community Mental Health Services Block Grant (CMHSBG)
- \*\*\*System of Care Expansion Planning Grant

#### Record Reviews

- SAPTBG
- CASAWORKS for Families™ Residential Initiative
- SAPTBG Set Aside Programs for Women Who are Pregnant, Who Have Dependent Children and/or Are Seeking Custody of a Child(ren)
- SAPTBG Work First/Child Protective Services Substance Use Initiative
- SAPTBG Prevention
- SAPTBG Individuals Using Substances Intravenously
- \*Juvenile Justice Substance Abuse Mental Health Partnership (JJSAMHP)
- \*\*Community Mental Health Services Block Grant (CMHSBG)
- \*\*\*System of Care Expansion Planning Grant

\*The JJSAMHP review has been expanded to include a programmatic review which will look at each partnership's implementation of key elements in their Plan of Work (POW) including the activities the partnership has accomplished this fiscal year. The record review will look at compliance with NC-TOPPS reporting requirements, requirements for the release of information and involvement in the involvement of the juvenile and his/her family or legally responsible person in the Child and Family Team.

\*\*The CMHSBG has been expanded to address two new federal requirements of the block grant – the System of Care (SOC) initiative and First Episode Psychosis. The system of care initiative applies to all LME-MCOs. The First Episode Psychosis (FEP) review only applies to Alliance and Trillium and the designated providers of Coordinated Specialty Care Teams under the FEP program.

\*\*\*The System of Care Planning Grant provides comprehensive community-based mental health services and supports -- High Fidelity Wraparound (HFW) services -- to children with serious emotional disturbances (SED) and their families. This review is only applicable to Cardinal, Eastpointe and Vaya and to the providers participating in this pilot program.

### **Clinical Services Review**

Clinical monitoring is inclusive of the SAPTBG, CMHSBG, SSBG and State-Funded services. SFY 2017 clinical monitoring will focus on the review of persons identified in the current LME-MCO contract as high priority populations to determine if those individuals were able to access the appropriate level of care. The LME-MCO I/DD State Wait List policies and procedures will also be reviewed. LME-MCOs should submit their SFY LME-MCO 2016 I/DD State Wait list policies and procedures to Mya Lewis at [Mya.Lewis@dhhs.nc.gov](mailto:Mya.Lewis@dhhs.nc.gov) by March 10, 2017.

### Sample Selection

The following groups will be sampled:

- Adults with substance use disorders (SUD) or with mental health (MH) disorders who experienced 3 or more crisis events within a 12-month period. Adults who have had 3 or more crisis events within a 12-month period and had a state-funded outpatient service will be included in the targeted sample. Persons who received a state-funded enhanced or residential service (e.g., ACT, SAIOP, Group Living, etc.) during the 12-month period will not be included in the target group. State-funded services are those services that are paid for with State, SAPTBG, CMHSBG and/or SSBG funds.
- For children and adolescents with SU or MH disorders, the sample will be chosen from children and adolescents with one or more state hospital admissions or a state-funded inpatient stay at a hospital in the community within a 12-month period.
- Individuals with intellectual and/or developmental disabilities (I/DD) will include persons removed from the LME-MCO's I/DD State Wait List.
- Recipients of ADVP and Group Living Moderate services funded by SSBG and/or State dollars will be reviewed.

### Record Reviews

- The records of adults, children and adolescents with SU and MH disorders will be reviewed to determine the outcome for the individual in the 6 months after the qualifying events.
- For the I/DD, ADVP and Group Living sample, records will be monitored against the Benefit Plan and service definition eligibility criteria.
- The sample of persons removed from the LME-MCO I/DD State Wait List will be monitored against the LME-MCO's I/DD State Wait List policies and procedures.

It is recommended that the responsible program staff attend the webinar on March 1. The points of contact will be notified when the review tools and guidelines are posted on the DMH website:

<https://www.ncdhhs.gov/divisions/mhddsas/LME-MCO/audit>.

The systems review will be conducted at the location designated by the LME-MCO and will be completed in one day as in previous years. Please ensure that the appropriate staff and documentation are available at the time of the review. Due to the new areas reviewed this year, the number of staff and preparation for the review may increase slightly. Through the increased communication and guidance provided through the webinar and the posting of FAQs, it is our expectation that the review process will proceed smoothly.

Barbara Flood will coordinate scheduling the onsite reviews and requests for the list of providers and recipients of non-UCR funded block grant services. She will be in touch with your designated point of contact for this information to assist us in finalizing the review planning process.

cc: Jason Vogler, Ph.D.  
DMH/DD/SAS Executive Operations Team  
Walt Caison, Section Chief, Mental Health Services  
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Mya Lewis, I/DD Team Leader  
Mary Tripp, Policy and Audit Team Leader  
Barbara Flood, Accountability Specialist  
Mabel McGlothlen, Systems Performance and Project Management Team Leader  
LME-MCO Systems Performance Liaisons