

Memo

Date: April 28, 2026

To: Alameda County Behavioral Health Department (ACBHD) Specialty Mental Health Services (SMHS)

From: Torfeh Rejali, Division Director, Quality Assurance (QA) *Torfeh Rejali*

Subject: Updated CQRT Checklist and CQRT Glossary for Outpatient Providers

Background

The contract between ACBHD and the Department of Health Care Services (DHCS) requires ACBHD to certify that claims made to Medi-Cal meet Federal and State requirements for medical necessity and documentation. The CQRT process was created to perform this required function and involves provider review of their agency's clinical documentation monthly to certify that they meet Medi-Cal requirements.

Changes to CQRT Checklist and Glossary

The [CQRT Checklist](#) and [Glossary](#) for SMHS Outpatient services have been updated to align with the latest Behavioral Health Information Notices (BHIN) published by DHCS. The most significant changes are noted below.

Changes to CQRT Checklist

- Item #14 on the Checklist was changed as follows:

Previous Version	New Version
14. Notes for services involving one (1) or more providers, include: a) Total number of providers and their specific involvement in delivering the service, b) Time involved in delivering the service for each provider (includes travel and documentation); c) Total number of beneficiaries participating in the service.	14. Progress Note(s) for services rendered by multiple providers either to a single member or a group include all required elements.

- The CQRT checklist was transferred from Microsoft Word to Excel.

Changes to CQRT Glossary

- The CQRT Glossary was updated to include more detailed information about the requirements for each of the checklist items.
- In [BHIN 26-002](#), DHCS shared a list of approved [Trauma Screening tools](#) for use by providers. The link to this list was added to the Glossary.

Action Required

Please share this information with your teams and begin using these new tools within 30 days of this communication.

For questions, contact QATA@acgov.org.