

BHSA Transition Documentation Training Part 2 Q&A

Does the timeframe to complete notes include the co-signature, or do co-signers have more time to co-sign the note? (Hume Center)

If a co-signature is *required* then all signatures must be completed by the note due date. See [Scope of Practice](#) document for information regarding recommended and required signatures.

Should Z-codes be included on the Problem List? (AHSCHC)

Yes. Z-codes should also be added to the Problem List.

Can you please describe the QA process? I am particularly interested in understanding reimbursement for services and how QA impacts that. (La Clinica)

The Quality Assurance Division completes chart audits of a random sample of providers annually. Audits focus on both compliance and quality items. Recoupment is limited to claims that are not allowed by Medi-Cal and overpayments.

Examples include a claim with a missing Progress Note, or a Progress Note that does not describe the service being billed resulting in overbilling.

After an audit, if it is found that the organization owes money back what is the procedure, what options do the organizations have to pay it back? (BRL, Inc.)

If a provider is found to have a disallowance, the ACBHD Audit Cost & Reporting Unit will work directly with the provider to coordinate the recoupment process.

For Assessment and Plan Development, is an LMHP required to be physically present with Associate providers during the service activity? (KCC-EB)

Generally, Associates are scoped for the same set of services that their licensed counterparts are scoped for, which includes Assessment and Plan Development. They can perform these service activities independently without the direct physical presence of an LMHP but they must be receiving clinical supervision. Please also refer to the [Scope of Practice Reference Guide](#) for specifics on allowable service activities by provider type.

Are there suggestions for documenting the member's response to group services if they are not verbally participatory while attending a group? (Multilingual Counseling)

Details about the member's general presentation and their level of participation should be described in the Progress Note. If a member does not verbally participate in a group, the note would indicate this information, for example, "member was quiet during the session

and did not engage in the discussion despite prompting”. If you plan to follow up with the member to check in, you can also note this information in the chart.

How is group time calculated for each member of a group service? (Multilingual Counseling)

This information will be covered during the module on CPT codes and billing training. However, for the purposes of this training, group services are claimed exactly the same as individual services.