

Memo

Date: June 3, 2024

To: All Drug-Medi-Cal Organized Delivery System (DMC-ODS) Providers

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

Subject: Updated CQRT Checklist

This memorandum announces the publication of an updated Clinical Quality Review Team (CQRT) Checklist to align with Behavioral Health Information Notice (BHIN) 23-068.

Background

The contract between Alameda County Behavioral Health Department (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 on a monthly basis to certify that they meet Medi-Cal requirements.

Updated DMC-ODS CQRT Checklist

With the issuance of BHIN 23-068 by the Department of Health Care Services (DHCS), some of the required documentation elements were changed. The CQRT Checklist was updated to align with these changes.

The [DMC-ODS CQRT OP and Residential checklist](#), along with other relevant CQRT documents are posted in Section 8 of the [QA Manual](#) on the ACBHD Provider website. As with the previous version, the checklist includes a tab for Outpatient and another for Residential providers. A third tab contains the Change Log and provides details of the areas that were changed or added.

The checklist is in Excel format but can be changed to a different format or built into the provider's Electronic Health Record system, if preferred. Providers may choose to add additional questions to the checklist but existing items should not be altered or removed without prior authorization from ACBHD QA Division.

Reminder - Required CQRT Tracking Tool

Given that providers review a percentage of eligible charts, QA has designed a CQRT Tracking Tool to be completed by providers to keep track of the number of eligible and reviewed charts and their disposition each month. This is a required tool and should be maintained and shared with ACBHD QA as evidence of completing the CQRT process, when requested.

Action Required

Please share this information with your teams.

For questions, please contact QATA@acgov.org.