



## TEXAS DEPARTMENT OF STATE HEALTH SERVICES

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**Broadcast MSG0698**

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COMMISSIONER

July 5, 2013

To: Executive Directors, Local Mental Health Authorities (LMHAs)  
Mental Health Directors, LMHAs  
ValueOptions  
NorthSTAR Providers

From: Tom Best, Director   
Contractor Services Section  
Division for Mental Health and Substance Abuse Services (MHSA)

Re: New Uniform Assessment, Texas Resilience and Recovery, Client Assignment and  
Registration System (CARE)/ Clinical Management for Behavioral Health Services  
(CMBHS) Transition

The Department of State Health Services (DSHS) has released a checklist (attached and available at the CMBHS Documentation web page, <https://cmbhslst.dshs.state.tx.us/cmbhs/Documents/>) to help contracted mental health service providers ensure they are prepared to utilize the new Uniform Assessment tools, the new Levels of Care (LOC) associated with Texas Resilience and Recovery (TRR), and to report required data to DSHS using the CMBHS system. All key concepts on the checklist have been previously discussed with and communicated to providers. The checklist is for reference and discussions between and among providers, ValueOptions, and DSHS. Columns for provider modification include "Applicable to Organization" and "Completed." Both columns are intended for internal use.

The changes communicated in this broadcast do not affect the submission of substance abuse data. Mental health providers who are also DSHS-contracted substance abuse service providers should continue their regular use of CMBHS for substance abuse-related services.

Additional information, including an archive of broadcast messages related to CMBHS and the CANS and ANSA manuals, is available at <https://cmbhslst.dshs.state.tx.us/cmbhs/Documents/>.

### **Uniform Assessment Tool Training (Online)**

Beginning September 1, 2013, DSHS-contracted mental health service providers must use an updated Uniform Assessment that includes the Child and Adolescent Needs and Strengths Assessment (CANS) and the Adult Needs and Strengths Assessment (ANSA). All clinicians at contracted providers must complete training and be certified prior to using the new tools. DSHS is currently providing a web-based, self-paced training and certification program that does not require travel. Local Mental Health Authorities and ValueOptions have already been provided a limited set of unique registration codes to share with their clinicians/providers, granting them year-long access to training resources. Additional staff may receive training through the online

program at the provider's discretion. LMHA staff should contact their adult and/or children's mental health directors for additional information. NorthSTAR providers should contact ValueOptions for information about their unique registration codes.

## **CMBHS Training and Data Submission**

### ***CMBHS Data Submission***

Beginning in September, LMHAs and NorthSTAR Specialty Provider Networks (SPNs) must submit select mental health data, such as assessments, to CMBHS instead of CARE. DSHS has been working with providers to assist them in modifying their systems to support this changed functionality. If local systems have not been modified and successfully completed testing to batch data, LMHAs and SPNs must manually enter the data into CMBHS. The checklist includes several items related to data submission.

### ***Data Submission Plans***

**Data batch submission attestation forms are due to DSHS August 9, 2013.**

- If your organization has not returned the CANS or ANSA attestation forms, please do so by emailing them to [cmbhs@dshs.state.tx.us](mailto:cmbhs@dshs.state.tx.us).
- For LMHAs: please confirm whether you will be using the CMBHS web interface or batching the CANS and/or ANSA.
- For NorthSTAR SPNs: please confirm whether you will be using the CMBHS web interface or batching the CANS and/or ANSA and/or Financial Eligibility information.
- If a provider is uncertain as to whether they will complete batch testing *or* know they will be using the CMBHS web interface for data entry beginning 9/1/2013, they may wish to send multiple people for CMBHS Navigation training (see below).

### ***Data Submission Deadlines***

**The last day to conduct a Resilience and Disease Management (RDM) assessment is 8/31/2013. All assessments conducted on or after 9/1/2013 should use the new uniform assessments that incorporates the CANS or ANSA. All batch submissions of RDM assessments to CARE must be completed by 6 p.m. on September 6, 2013.** Providers should use the TRR assessments and record the information in local IT systems or paper assessment forms from September 1 through September 8, 2013. Assessment data should be submitted to CMBHS beginning September 9, 2013 using either the CMBHS web interface or by batching data (if fully tested and attestations submitted). NorthSTAR SPNs who have completed testing/attestation may batch Client Profile, Diagnosis, Financial Eligibility and Financial Eligibility attachments to CMBHS beginning September 2, 2013.

### ***CMBHS Security and Navigator Training***

All providers using CMBHS need to have a Security Administrator and backup Security Administrator trained on CMBHS. DSHS is working with assigned security administrators to coordinate training for each provider. All providers should send at least one person to DSHS in Austin for CMBHS Navigation training. This training will benefit both batch and online data submitters. One day training sessions begin August 6, 2013 and have a capacity of 30 people. ValueOptions will be training NorthSTAR providers in North Texas. Attendees at DSHS-hosted sessions may serve as "Local CMBHS Experts" and train other staff unable to attend DSHS-hosted training. See the checklist or contact the CMBHS Help Desk for additional information.

### **Texas Resilience and Recovery (TRR) Levels of Care (LOC) and Data Migration**

The checklist includes items related to the transition to the new TRR and LOC.

Utilization Management at Local Mental Health Authorities should be training clinicians on the new LOC developed and adopted by DSHS for use beginning September 1, 2013. ValueOptions is providing training on the new LOCs to NorthSTAR providers.

New clients receiving services beginning September 1, 2013 should also be assigned to one of the new LOCs. CMBHS and properly modified local information systems will assist clinicians in determining the appropriate LOC.

Current clients will be migrated into Levels of Care for services beginning September 1, 2013. Providers should prepare and distribute Medicaid Fair Hearing letters as necessary.

## **Questions**

Please submit all questions to [cmbhs@dshs.state.tx.us](mailto:cmbhs@dshs.state.tx.us).