



TEXAS DEPARTMENT OF STATE HEALTH SERVICES

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To: Local Mental Health Authorities (LMHAs)
Executive Directors
Behavioral Health Directors
Behavioral Health Organizations (BHO)
North Texas Behavioral Health Authority (NTBHA)
Home and Community Based – Adult Mental Health Providers (HCBS-AMH)

From: Trina Ita, Director 
Mental Health and Substance Abuse Division, Program Services Section II

Re: Home and Community Based-Adult Mental Health (HCBS-AMH) Program Updates:
Provider Manual, Billing Guidelines, and Provider Type

Purpose

This correspondence is intended to provide notification that there have been recent changes related to programming for the Home and Community Based-Adult Mental Health (HCBS-AMH) program. The §1915(i) State Plan HCBS-AMH was formally approved by the Centers for Medicare and Medicaid Services (CMS) on October 13, 2015. The HCBS-AMH program staff have updated the provider manual, billing guidelines, and obtained a HCBS-AMH provider type through Texas Medicaid Healthcare Partnership (TMHP).

HCBS-AMH Program Updates:

Policy Updates

There have been substantive policy changes to the provider manual and billing guidelines based on feedback from external stakeholders and negotiations with Center for Medicaid and Medicare Services (CMS).

Updates to the HCBS-AMH provider manual include:

- HCBS-AMH forms can now be accessed under the forms and documents section on the HCBS-AMH Website: <http://www.dshs.state.tx.us/mhsa/hcbs-amh/Forms.aspx>.
- 2000 Roles and responsibilities of the Recovery Manager (RM) when assisting an individual with disenrolling from a 1915(c) waiver program
- 5300 Roles and responsibilities of the LMHA and Behavioral Health Organization (BHO) in the HCBS-AMH referral process
- 6340 RM and 6510 HCBS-AMH Provider No Reject Policy
- 19200 RM Provider of Last Resort Policy
- 9440 Frequency of RM service provision when individual is transitioning to the community
- 9205 Host/Home Companion Care direct service provider qualifications (family members)

- 13540 Policies and procedures regarding abuse, neglect, and exploitation due to Senate Bill 1880 of the 84th Regular Legislative Session.
- 12200 HCBS-AMH utilization management guidelines
- 19000 Managing conflicts of interest policy
- 19200 Administrative firewall policy
- Appendix A Training requirements

To view the complete change log and HCBS-AMH provider manual document:

<http://www.dshs.state.tx.us/mhsa/hcbs-amh/Manuals.aspx>

Updates to the HCBS-AMH billing guidelines include:

- 3620 Approved residential settings
- 4111.3 Peer support billing limitations
- 4250 Addition of RM Conversion Services for individuals transferring from 1915(c) program to HCBS-AMH
- 4105.1 Host Home/Companion Care guidelines on relatives providing service
- 4112 RM reimbursable contact guidelines
- 4222.3 Flexible Funds limitation for rental assistance
- 4241.2 and 4241.3 RM Transitional Fee and Day Rate

To view the complete change log and HCBS-AMH billing guidelines document:

<https://www.dshs.state.tx.us/mhsa/hcbs-amh/billing/>

Future revisions to the manual or billing guidelines will be communicated by the Department of State Health Services (DSHS) and posted on the HCBS-AMH website.

HCBS-AMH Provider Type Update:

The HCBS-AMH provider type is now available through TMHP. To apply for the HCBS-AMH provider type, potential providers must first pass the HCBS-AMH credentialing process. Therefore, interested providers must submit their Open Enrollment application(s) (OE) and complete the HCBS-AMH credentialing process. Once the credentialing process is complete, DSHS will provide the verification necessary for the applicant to complete their TMHP application.

Providers that do not currently have Medicaid provider numbers may submit their HCBS-AMH OE applications to DSHS at this time. Existing Medicaid providers may continue to submit their OE applications with their current Medicaid provider numbers.

Existing Medicaid providers will be able to utilize their current Medicaid provider number to provide HCBS-AMH services until further notice.

Contact

For questions, comments, or further information regarding the HCBS-AMH provider manual or the HCBS-AMH provider type, please contact Kristin Shilson at Kristin.shilson@dshs.state.tx.us or (512)-206-4852.

For questions, comments, or further information regarding the HCBS-AMH billing guidelines, please contact Amy Pedersen at amy.pedersen@dshs.state.tx.us or (512) 206-4580.