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MHP Provider Network Procedural Update #6

TO: MHP Provider Network

FROM: Mental Health Partners – Medical Records

RE: Important information regarding CMHC Data Entry Fields and CDW Data Clean-Up

NOTIFICATION DATE: July 14, 2010

EFFECTIVE DATE: July 1, 2010

As discussed at the Provider Forum in early June, MHP has added the **two new required state reporting fields** to the **client admission and discharge sections in CMHC**. The first field will collect how many times prior to admission the client participated in self help activities and the second field will ask the same question at discharge. There are standard responses to both questions listed below:

- 01 **No attendance in the past month**
- 02 **1-3 times in past month** (less than once per week)
- 03 **4-7 times in past month** (about once per week)
- 04 **8-15 times in past month** (2 or 3 times per week)
- 05 **16-30 times in past month** (4 or more times per week)
- 06 **Some attendance, but frequency unknown**
- 97 **Unknown (MHP IS NOT USING THIS OPTION)**
- 98 **Not Collected**

This item is intended to capture the frequency with which the client attended self-help groups during the 30 days preceding admission or discharge from treatment. In the event treatment was initiated less than 30 days prior to discharge, this item refers to the frequency of attendance since the treatment was initiated.

Please use the number of times the consumer attended self-help programs, not number of days, i.e., if a consumer attends self-help programs multiple times per day, let the number of times rather than the approximate times per week determine the response category. If the number exceeds 30 times in the prior 30 days, use the response category 16-30 times.

Please begin collecting this information immediately as it will be reported to the state with the July 2010 submission. The Consumer Admission/Discharge form has also been changed to reflect this addition. The new copy of the Consumer Admission/Discharge form has been posted to the MHP website. The new form should be used effective immediately.

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