

DBHR Guidance Document **Provider TARGET Closeout and BHO Transition**

Please see the below guidance for Providers and BHOs regarding client records in TARGET and creating new records for individuals being served through the transition to Managed Care.

SUD PROVIDERS

For clients with an open episode in TARGET on March 31st, 2016 it is asked that Providers do one of the following actions depending on the status of the client:

1. If the client has completed or left treatment on March 31st it is asked that the provider discharge that individual in TARGET.
2. For clients continuing in services at your agency with the BHO as the payer it is asked that the provider:
 - Contact the BHO or BHOs and indicate that you would like DBHR to do an administrative discharge for any publically funded non-American Indian/Alaskan Native individual. The discharge type will be “Transitioned to Managed Care”.
 - Providers need to notify the BHO/BHOs by April 30, 2016 and include the following:
 - agency name
 - agency number used for TARGET
 - and location

TARGET will remain available for updating/correcting services dated prior to April 1, 2016 until 6/30/2016 and for providers who are delivering services for the American Indian/Alaskan Native (AI/AN) Fee for Service Program.

If a provider chooses to, they may update your TARGET records using the discharge type “Transitioned to Managed Care”.

BHOs

For providers who indicate that they want clients who are transitioning to be discharged administratively by DBHR and continuing in services the following needs to be done:

1. The BHO will need to collect the list of providers with the required information and submit the list to DBHR by April 30, 2016.

2. For the clients who have a discharge type of “Transition to Managed Care”, the BHOs serving those clients who transitioned will need to submit to the Behavioral Health Consolidated Data System (BHCD) the following:

- Client Demographics
- Client Address
- Client Profile
- Program Identification
- Co-occurring Disorder
- Authorization
- Service Episode
- Substance Use
- ASAM Placement

The service episode will need to contain the original admit date, which will be prior to April 1, 2016. The demographic record will need to be submitted before DBHR can accept any additional transactions. **BHOs will have 30 days from the close of the month in which service was provided to submit data. For services received between 4/1/2016 – 4/30/2016 data will need to be submitted by May 30, 2016.**