FY 2018 Expanding Access to Quality Substance Use Disorder and Mental Health Services Supplemental Funding (HRSA-18-118)

SUD-MH Progress Reporting Frequently Asked Questions for Award Recipients

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General SUD-MH Progress Report Questions

1. **When will health centers need to submit the SUD-MH Tri-annual Progress Report?**
   Health centers that received the FY 2018 SUD-MH supplemental funding are required to submit progress reports every four months (tri-annually) starting January 2019. Specific deadlines for the SUD-MH Progress Report submissions will be emailed through EHB, but will generally be due in January, June, and September.

2. **What is the reporting period for the SUD-MH Progress Reports?**
   Each SUD-MH progress report submission will include cumulative data on all reporting measures and activities that have occurred since September 1, 2018 through the applicable reporting period end date.

3. **When will the SUD-MH Progress Reporting end?**
   The period of performance for the SUD-MH supplemental funding is September 1, 2018 through August 31, 2020. You will submit cumulative data on all reporting measures until the end of the project period (August 31, 2020) with the final report submission expected around mid-September 2020.

4. **Who should we identify as the health center point of contact when submitting the SUD-MH Progress Reports?**
   Health centers should identify the person within their organization who is best positioned to respond to any HRSA questions about the SUD-MH Progress Report submission.

Question 1: SUD-MH Staffing Positions by Major Service Category

5. **What do we need to report regarding the FTEs hired and/or contracted with this funding?**
    You must enter the number of FTEs (by major service category) that are hired and/or contracted by your health center to expand access to integrated SUD and/or MH services. Please report **only** the FTEs that are supported with the SUD-MH supplemental funding since 9/1/2018 to the end of the current reporting period. The types of providers that can be hired and/contracted to meet the 1.0 FTE requirements align with the positions and service categories within the Staffing Impact Form that was completed with the SUD-MH application. The position descriptions are available in Table 5: Staffing and Utilization within the 2018 UDS Manual.

6. **What happens if we do not add at least 1.0 FTE within the first eight months?**
    HRSA may not award year 2 SUD-MH funding if you fail to add at least 1.0 FTE personnel who will expand access to SUD and/or mental health services within 8 months of award (by May 18, 2019). As a reminder, the types of providers that can be hired and/contracted to meet the 1.0 FTE requirements align with the positions and service categories within the Staffing Impact Form that was completed with the SUD-MH application.

7. **We hired a 1.0 FTE clinical social worker and increased a 0.5 FTE case manager to full-time using SUD-MH funding. How do we report this?**
    You would enter 1.0 FTE under clinical social worker and 0.5 FTE under case manager, since you are utilizing the SUD-MH funding to support those personnel. You would enter this information under the "Hired" column.

8. **We hired a 1.0 Substance Use Disorder provider and contracted with a 0.5 FTE General Practice Physician within the first four-month reporting period (Sept 1 – Dec 31). We then lost the 0.5 FTE General Practice Physician within the second four-month reporting period (Jan 1- Apr 30). Both personnel were supported by the SUD-MH supplemental funding. How should we report this?**
    In the first tri-annual report, you would enter 1.0 FTE "Hired" under the Substance Use Disorder provider in the *Behavioral Health (SUD and MH)* service category, and 0.5 FTE "Contracted" under the General Practitioner provider in the *Physician* service category. In the second tri-annual report, you would continue to enter 1.0 FTE "Hired" under the Substance Use Disorder provider in the *Behavioral Health (SUD and MH)* service category, but would now enter 0.0 FTE "Contracted" under the General Practitioner provider in the *Physician* service category.

Question 2: Substance Use Disorder (SUD) Services

9. **What should be reported under the number of unduplicated patients receiving SUD services?**
    You must report the total cumulative number of underduplicated patients receiving SUD services at the health center, regardless of funding source from September 1, 2018 through the end of the reporting period. This measure should reflect your overall health center effort in providing SUD and not just the activities associated with the SUD-MH funding. This measure aligns with *UDS Table 5: Staffing and Utilization* in the 2018 UDS Manual.

10. **NEW - Do we report all SUD related encounters/visits for patients, including non-billable encounters?**
The progress report is aligned with the data collection and reporting criteria for UDS. Please refer to the 2018 UDS Manual for specific details on how to report on the SUD-MH progress report measures.

Question 3: Mental Health (MH) Services

11. **What should be reported under the number of unduplicated patients receiving MH services?**
You must report the total cumulative number of <u>unduplicated</u> patients receiving MH services at the health center, <u>regardless of funding source</u> from September 1, 2018 through the end of the reporting period. This measure should reflect your overall health center effort in providing mental health services and not just the activities associated with the SUD-MH funding. This measure aligns with *UDS Table 5: Staffing and Utilization* in the 2018 UDS Manual.

12. **What should be reported under the number of unduplicated patients who received SBIRT (Screening, Brief Intervention, and Referral to Treatment services)?**
You must report the total cumulative number of unduplicated patients who received SBIRT for SUD and/or mental health services <u>regardless of funding source</u> from September 1, 2018 through the end of the reporting period. This measure should reflect your overall health center effort in providing SUD and/or mental health services and not just the activities associated with the SUD-MH funding. Table 6A (starting on page 22 of the 2018 UDS Manual) presents the name and applicable diagnostic and/or procedure codes for these services. This measure aligns with Table 6A: Selected Diagnoses and Services Rendered (Line 26b) in the 2018 UDS Manual.

13. **What should be reported in the number of patients aged 12 years and older who were screened for depression with a follow-up plan documented on the date of the positive screen?**
Please report the total cumulative number of patients aged 12 years and older who were screened for depression with a follow-up plan documented on the date of the positive screen, <u>regardless of funding source</u> from September 1, 2018 through the end of the reporting period. Again, this measure should reflect your overall health center effort in providing SUD and/or mental health services. This measure aligns with Table 6B: Quality of Care Measures under *Preventive Care and Screening: Screening for Depression and Follow-up Plan* (Line 21). Please refer to page 95 for the description for this measure; and page 101 for Table 6B in the 2018 UDS Manual for more information.

Question 4: Opioid Use Disorder (OUD) Services

14. **What should be reported under the number of patients receiving medication-assisted treatment (MAT) services?**
You will enter the total cumulative number of patients who received MAT for opioid use disorder from a physician, certified nurse practitioner, or physician assistant with a DATA waiver working on behalf of the health center. Report all patients receiving MAT, <u>regardless of whether these</u>

activities are supported by the SUD-MH funding from September 1, 2018 through the end of the reporting period. If you are receiving SUD-MH funding for MAT services, you must enter data here. This measure aligns with the UDS Table, *Other Data Elements* (Question 1b) in the 2018 UDS Manual. If you are not providing MAT for OUD, you can enter a "zero" for this data point.

15. **NEW - How should I report patients that receive MAT services for OUD that does not require a DATA waiver to prescribe?**
You can include the number of patients receiving medication-assisted treatment that do not require a DATA waiver in Question 2: Substance Use Disorder Services. Specifically, Question 2a asks for total unduplicated patients receiving substance use disorder (SUD) services. Question 4a specifically captures the total cumulative number of patients who received MAT for opioid use disorder from a physician, certified nurse practitioner, or physician assistant with a DATA waiver working on behalf of the health center.

16. **What will I enter for the number of providers with a DATA waiver for opioid use disorder medication-assisted treatment (MAT)?**
You will enter the total cumulative number of providers (a physician, certified nurse practitioner, or physician assistant) with a Drug Addiction Act of 2000 (DATA) waiver working on behalf of the health center, regardless of whether the providers are supported by the SUD-MH funding from September 1, 2018 through the end of the reporting period. **NEW:** This number should reflect the number of providers that have the DATA waiver as of the end of the reporting period. If you are receiving SUD-MH funding for MAT services, you must enter data here. This measure aligns with the UDS Table, Other Data Elements (Question 1a) in the 2018 UDS Manual. If you are not providing MAT for OUD, you can enter a "zero" for this question.

Question 5: Telehealth

17. **How do I respond to the questions about telehealth?**
Indicate whether or not your health center is using telehealth to expand access to integrated SUD and/or MH services, regardless of whether these activities are supported by the SUD-MH funding. This measure aligns with the UDS Table, Other Data Elements (Question 2a3).

Question 6: Issues and Barriers

18. **What should I report under the Issues and Barriers section?**
We are interested in understanding any new or ongoing issues and barriers that you have encountered in implementing the activities supported with the SUD-MH funding since your most recent report. Please describe those challenges that you experienced over the past four months. Topics can include but are not limited to: workforce development activities; expansion and implementation of SUD and/or MH services including OUD services; operational activities; etc. You are required to enter a minimum of 500 characters and up to 2,500 characters or equivalent to one page.

Question 7: Successes and Lessons Learned

19. **What should I report under the Successes and Lessons Learned section?**
    We are interested in understanding any new or ongoing successes and lessons learned that you have encountered in implementing the activities supported with the SUD-MH funding since your most recent report. Please describe those successes that you experienced over the past four months. Please include examples to describe your successes and lessons learned. Topics can include but are not limited to: workforce development activities; SUD-MH implementation; collaborations and engagements; etc. You are required to enter a minimum of 500 characters and up to 2,500 characters or equivalent to one page.

Resources and Technical Assistance

20. **Where can I get more information about applying for a DATA waiver?**
    The Substance Abuse and Mental Health Administration (SAMHSA) provides information on their website on the DATA waiver application.

    - Physician application and training: http://www.samhsa.gov/medication-assistedtreatment/buprenorphine-waiver-management
    - Nurse Practitioners (NPs) and Physician Assistants (PAs) application and training: https://www.samhsa.gov/programs-campaigns/medication-assisted-treatment/training-materials-resources/qualify-np-pa-waivers

21. **Where can I get more information on the Progress Reporting requirements?**
    Visit the SUD-MH technical assistance website for webinar details, frequently asked questions, a progress report guide, and other resources.
    https://bphc.hrsa.gov/programopportunities/fundingopportunities/sud-mh

22. **If I have additional questions about the SUD-MH Progress Reporting process or the requirements, where can I go?**
    For issues or questions about your electronic submission, you can contact the Health Center Program Support by telephone at 877-464-4772 from 7:00 am to 8:00 pm ET from Monday through Friday (except Federal holidays) or via web request form at https://www.hrsa.gov/about/contact/bphc.aspx. You can also email your programmatic questions to the BPHC email inbox, SUD-MH@hrsa.gov.