



2016 MENDOCINO COUNTY MENTAL HEALTH SYSTEM ADULT SERVICES TRANSITION PLAN – APRIL 5, 2016 UPDATE



Mendocino County Mental Health System– Adult Services Transition Plan <i>(Mendocino County intends to perform the Services/Tasks outlined in this Transition Plan during the listed Timeframes to ensure the transition may be completed by June 30, 2016. Mendocino County anticipates that OMG will continue providing mental health system adult services through June 30, 2016)</i>					
	Service/Task	Description	Timeframe	Responsibilities	Status
1	Access Line	<ul style="list-style-type: none"> 800 line for 24/7 beneficiary access transfer from OMG to County 	June 30, 2016	OMG & County	<ul style="list-style-type: none"> Working on updating brochures and informational material in preparation for transition. BHRS double-checking which lines were transferred to OMG initially (i.e. 800, Ukiah Main, Ft Bragg Main).
2	Crisis Line	<ul style="list-style-type: none"> 855 line for 24/7 crisis and urgent conditions provided to public, hospitals, and law enforcement agencies. 	June 30, 2016	BHRS & RQMC	<ul style="list-style-type: none"> Exploring set-up of iCarol system. RQMC setting up 60 day trial. Working on updating brochures and informational material in preparation for transition.
3	Medication Services: Contact Med Service Providers	<ul style="list-style-type: none"> County will contact existing service providers regarding transition and plan (Psychiatrists, LPT, injection Clinic Nurse) 	March 18, 2016 COMPLETE	BHRS	<ul style="list-style-type: none"> 3/8/2016 – Spoke with two medication providers. 3/18/2016 - Verbal agreement by 3 providers to resume services with County if/when needed.
4	Medication Services: Contracts with Med Service Providers	<ul style="list-style-type: none"> County will create and finalize contracts with medication service providers. 	April 15, 2016	BHRS	<ul style="list-style-type: none"> 3/29/2016 - Contract Amendments with Contract Unit for review.
5	Medication Services: Transfer from OMG to County	<ul style="list-style-type: none"> Transfer of all medication support clients to County 	June 30, 2016	OMG & BHRS	<ul style="list-style-type: none"> County BHRS has started reviewing documentation, reestablishing medication room and provider rooms, taking inventory of items needed to provide services and be in compliance with State and Federal requirements.
6	Crisis Services	<ul style="list-style-type: none"> Transfer 24/7 adult crisis services to RQMC 	June 30, 2016	RQMC	<ul style="list-style-type: none"> RC3 has started recruitment process- 3/28/16. RC3 is exploring building options for expanded crisis services during the transition- currently working with realtors

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					<ul style="list-style-type: none"> on buildings in Ukiah and Ft. Bragg. RC3 is updating program description, job duties, brochures, etc to reflect service transition.
7	MHSA Contracted Providers: Notifications	<ul style="list-style-type: none"> OMG & BHRS will do a joint letter to notify all OMG MHSA subcontractors of transition 	March 25, 2016 COMPLETE	OMG & BHRS	<ul style="list-style-type: none"> 3/15/16 - BHRS drafted letter and e-mailed to OMG for input. 3/16/16 - Both OMG & BHRS approved letter. 3/23/16 - Letters mailed to providers.
8	MHSA Contracted Providers: Contracts	<ul style="list-style-type: none"> RQMC will begin the process of accepting administration and oversight of adult MHSA service provision 	June 30, 2016	OMG & RQMC	<ul style="list-style-type: none"> RQMC has begun to outreach and discuss service planning with adult MHSA providers.
9	Adult Outpatient Providers: Notifications	<ul style="list-style-type: none"> OMG & BHRS will do a joint letter to notify all OMG Outpatient subcontractors of transition 	March 25, 2016 COMPLETE	OMG & BHRS	<ul style="list-style-type: none"> 3/15/16 – County BHRS drafted letter and e-mailed to OMG for input. 3/16/16 - Both OMG & BHRS approved letter. 3/23/16 - Letters mailed to providers.
10	Adult Outpatient Providers: Contracts	<ul style="list-style-type: none"> RQMC will begin the process of accepting administration and oversight of adult outpatient service provision 	June 30, 2016	OMG & RQMC	<ul style="list-style-type: none"> RQMC has begun to outreach and discuss service planning with adult outpatient providers.
11	QA/QI Performance Improvement Project- Latino Access	<ul style="list-style-type: none"> Transfer duties of Performance Improvement Project requirements from OMG to BHRS 	April 15, 2016	OMG & BHRS	<ul style="list-style-type: none"> County has reached out to OMG to obtain PIP information.
12	Medi-Cal Site Certifications	<ul style="list-style-type: none"> Certify all new sites 	June 30, 2016	BHRS	<ul style="list-style-type: none"> Pending- Currently there are no new sites in need of certification.
13	Medical Records	<ul style="list-style-type: none"> County to obtain copies of medical records of clients served by OMG subcontractors 	June 30, 2016	BHRS	<ul style="list-style-type: none"> County BHRS is drafting a letter to request medical records from OMG.
14	Notification to DHCS	<ul style="list-style-type: none"> County to notify DHCS of changes to system delivery and implications to Implementation Plan 	March 9, 2016 COMPLETE	BHRS	<ul style="list-style-type: none"> 3/9/2016 - Completed
15	Notification to Clients	<ul style="list-style-type: none"> OMG & ICMS to notify clients of transition 	March 24, 2016	BHRS	<ul style="list-style-type: none"> 3/29/2016 - Email sent to Mark Montgomery requesting OMG or ICMS send letters notifying clients of the transition.

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16	Public Service Announcement about the transition with contact information	<ul style="list-style-type: none"> County to complete a public service announcement to notify community of transition 	On Going	County	<ul style="list-style-type: none"> Various announcements made in the paper and other public arenas (i.e. Board of Supervisors). CEO was interviewed for paper. Additional announcements will be made as progress moves forward.
17	LPS Placements	<ul style="list-style-type: none"> LPS conserved placements begin working on transfer to County 	May 1, 2016	BHRS	<ul style="list-style-type: none"> County BHRS developing a placement protocol and coordinating with Public Guardian's office. BHRS has engaged various adult residential facilities regarding contracting.
18	MHSA documentation	<ul style="list-style-type: none"> OMG to provide County with all program and fiscal documentation to the County 	June 30, 2016	OMG	<ul style="list-style-type: none"> County BHRS MHSA team is putting together an updated list of all pending items to provide to OMG.
19	Fiscal documentation	<ul style="list-style-type: none"> OMG to provide County with all fiscal documentation 	June 30, 2016	OMG	<ul style="list-style-type: none"> County BHRS Fiscal team is putting together an updated list of all pending items to provide to OMG.
20	Adult hospitalization contracts	<ul style="list-style-type: none"> RQMC will begin the process of outreach and establishing contracts with adult acute psychiatric hospitalizations 	June 30, 2016	RQMC	<ul style="list-style-type: none"> RQMC currently contracts with adult acute inpatient psychiatric hospitals. RQMC will expand the age range in next FY's contracts.
21	Outreach to MH Housing	<ul style="list-style-type: none"> RQMC to will begin the process of outreach to RCHDC and other property owner/managers to inform them of transition 	June 30, 2016	RQMC	<ul style="list-style-type: none"> 3/21/16 – Meeting schedule with RCHDC for April 5, 2016 to discuss transition and change in ASO.
22	MH Housing referral and placement	<ul style="list-style-type: none"> RQMC will begin the process of taking over referral and placement oversight for all mental health housing independent living units that require specialty mental health referral 	June 30, 2016	RQMC	<ul style="list-style-type: none"> RQMC working collaboratively with BHRS to identify clients needing this service. A more extensive plan will be created after the April 5, 2016 RCHDC meeting.
23	Transition of Treatment Authorization Request	<ul style="list-style-type: none"> OMG to provide all original and signed inpatient and outpatient treatment authorization requests 	June 30, 2016	OMG	<ul style="list-style-type: none"> BHRS is drafting a letter to OMG requesting all TARs.

24	Law Enforcement Meeting	<ul style="list-style-type: none"> RQMC to meet with Law Enforcement to discuss changes in Crisis Services 	May 1, 2015	RQMC	<ul style="list-style-type: none"> RQMC is in the process of contacting law enforcement agencies to schedule a meeting regarding crisis changes. Collaborations will also be included in RQMC's MOU's with LE. RQMC regularly attending the Chief's monthly.
25	Emergency Departments & Medical Departments Meeting	<ul style="list-style-type: none"> RQMC to meet with Hospitals and Medical providers to discuss changes in Adult Mental Health Services 	May 1, 2015	RQMC	<ul style="list-style-type: none"> RQMC is in the process of scheduling meetings with the local Hospitals and Emergency Departments to discuss the transition and on-going collaboration (these collaborations will be included in the MOUs with hospitals).
26	All Quality Assurance/Quality Improvement Logs	<ul style="list-style-type: none"> OMG to transfer all tracking logs to County 	June 30, 2016	OMG	<ul style="list-style-type: none"> BHRS is drafting a letter to OMG requesting all logs.
27	All EQRO reporting information to June 30	<ul style="list-style-type: none"> OMG to transfer all EQRO tracking data to the County 	June 30, 2016	OMG	<ul style="list-style-type: none"> BHRS is drafting a letter to OMG requesting all EQRO data.
28	Adult Services Transition Completion	<ul style="list-style-type: none"> Adults services transitioned from OMG to County and/or RQMC 	June 30, 2016	Executive Office/HHSA	<ul style="list-style-type: none"> 3/22/2016 - RQMC & County had telephone call with OMG to schedule a meeting to discuss transition. Meeting scheduled for 3/30/2016.
29	Behavioral Health Court (BHC)	<ul style="list-style-type: none"> OMG to outline all services provided to Behavioral Health Court both through MHSA and MPAR/JAG funded services and provide to County and RQMC 	June 30, 2016	OMG	<ul style="list-style-type: none"> BHRS is drafting a letter to OMG requesting all BHC information, duties, and responsibilities.
30	Assisted Outpatient Treatment	<ul style="list-style-type: none"> RQMC will begin the process of providing all clinical and specialty mental health services to this program in coordination with County 	June 30, 2016	RQMC	<ul style="list-style-type: none"> RQMC has been in contact with the BHRS identified contact and will continue to collaborate on this as we transition.
31	Electronic Health Records	<ul style="list-style-type: none"> County and RQMC will begin the process of ensuring that electronic medical records are in place for all specialty mental health clients served RQMC will begin the process of coordinating inputting of all current adult service clients into Exym 	June 30, 2016	RQMC & BHRS	<ul style="list-style-type: none"> RQMC is in the process of (and has committed one time start-up dollars) to support the adult providers in fully integrating with the EHR, Exym, by June 30, 2016. RQMC exploring the use of a 'Master Chart' in Exym. Will work on training subcontractors on Exym.
32	Memorandum of Understanding with hospitals	<ul style="list-style-type: none"> RQMC and County will begin the process of developing an MOU with all county medical hospitals defining roles and responsibilities 	June 30, 2016	RQMC & BHRS	<ul style="list-style-type: none"> RQMC and BHRS are currently drafting MOU's and will finalize them after collaborative meetings with community partners.



33	Memorandum of Understanding with Community Health Centers	<ul style="list-style-type: none"> RQMC and County will begin the process of developing an MOU with all community health centers defining roles, responsibilities, processes, timelines for care transitions, and communication pathways . 	June 30, 2016	RQMC & BHRS	<ul style="list-style-type: none"> RQMC and BHRS are currently drafting MOU's and will finalize them after collaborative meetings with community partners.
34	Memorandum of Understanding with Law Enforcement	<ul style="list-style-type: none"> RQMC and County will begin the process of developing an MOU with all Law Enforcement defining roles, responsibilities, and timeframes 	June 30, 2016	BHRS	<ul style="list-style-type: none"> RQMC and BHRS are currently drafting MOU's and will finalize them after collaborative meetings with community partners.
35	Assessment of Patient's Rights Advocate Position	<ul style="list-style-type: none"> County to assess the current duties for the PRA position , including community feedback regarding the PRA position, and develop a recommendation on how the position could be further developed 	June 30, 2016	BHRS	<ul style="list-style-type: none"> BHRS is researching other county standards and preparing contract for FY 2016/17 contracts.
36	Letter to Ortner Management Group	<ul style="list-style-type: none"> County to prepare and send detailed letter to OMG 	April 15, 2016	BHRS	<ul style="list-style-type: none"> County has emailed staff to obtain a list of all documents outstanding or that will need to be submitted by June 30, 2016. County is receiving information and drafting letter to be sent by April 15, 2016.
37	Designation of contract staff	<ul style="list-style-type: none"> County to designation of at least two staff members to prepare and process contracts needed for the transition. 	March 28, 2016 COMPLETE	BHRS	<ul style="list-style-type: none"> County has designated two contract staff to prepare and process contracts needed for the transition.
38	Designation of staff to monitor Transition Plan and Lee Kemper Report	<ul style="list-style-type: none"> County to designate a staff member to track and monitor transition plan and recommendations of Lee Kemper Report. 	March 28, 2016 COMPLETE	BHRS	<ul style="list-style-type: none"> County has designated an individual to track and monitor the transition plan and Lee Kemper recommendations.
39	Contract with RQMC	<ul style="list-style-type: none"> County to create and execute a contract with RQMC to provide and/or arrange for Adult Mental Health Services for Adults 25 years and older. 	June 30, 2016	BHRS	<ul style="list-style-type: none"> PENDING- County is currently preparing contract and checking Kemper report to ensure recommendations are included.
40	Contract with OMG	<ul style="list-style-type: none"> County to create and execute a four (4) month contract with OMG to provide time to process all required and needed billing and documentation. 	May 1, 2016	BHRS	<ul style="list-style-type: none"> PENDING- County is currently preparing contract.
41	Fiscal Review of Transition Cost	<ul style="list-style-type: none"> County to create a fiscal review of proposed transition cost. 	April 1, 2016 COMPLETE	BHRS	<ul style="list-style-type: none"> Transition team has completed review and it has been forwarded to the Executive Office- March 30, 2016.

