




COUNTY OF SANTA CLARA
Behavioral Health Services
Supporting Wellness and Recovery

TO: County Contracted Subacute Residential Facilities

FROM: Courtney Gray, Quality Director  DocuSigned by:
Courtney Gray
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RE: WebApp for Subacute Facilities

DATE: August 7, 2024

The Behavioral Health Services Department (BHSD) will be implementing a centralized data collection web application for providers to report facility information. The facility reporting requirements and frequency are described below. The data collection allows BHSD to monitor bed capacity and access, ensure the department meets its regulatory reporting, and allow sufficient data to strategize on improvements to its network adequacy for subacute facilities (Mental Health Rehabilitation Centers and Skilled Nursing Facilities). The County has set a goal of adding or increasing 50% of subacute beds accessed by or dedicated to County clients. Additional subacute beds would have to accommodate patients with complex, comorbid needs such as individuals who are on a conservatorship. Reporting on subacute beds shall be made on Mondays and Thursdays of each week.

Background

BHSD as a Mental Health Plan (MHP) and Drug Medi-Cal Organized Delivery System (DMC-ODS) is required to collect and report network adequacy to the State Department of Health Care Services (DHCS). Details of this requirement can be found on this DHCS website link: [BHIN 22-032 \(ca.gov\)](https://www.dhcs.ca.gov/BHIN22-032) In addition, general information related to 274 network adequacy reporting by providers to BHSD can be found on the BHSD website link: [Update and report provider data | Behavioral Health Services | County of Santa Clara \(santaclaracounty.gov\)](https://www.santaclaracounty.gov/behavioral-health-services/update-and-report-provider-data)

The data that will be entered into the system include the following:

- Licensed Bed Count
- Available Bed Count
- Staffed Bed Count
- Contracted Bed Count
- # of Clients Placed
- # of Non-Conserved Clients (in beds, anticipated discharge in next 5 days, clients pending admission)
- # of Conserved Clients (in beds, anticipated discharge in next 5 days, clients pending admission)

This process does not replace the monthly review process that you are engaged in with the BHSD Utilization Management team.



Implementation Timeline

<u>Target Date</u>	<u>Activity</u>
August 7, 2024	Memo distribution
Week of August 26, 2024	Training and Office Hours for MHRCs and SNFs
September 16, 2024	Go-live for all facilities

Trainings and office hours will be scheduled to present the web application reporting process and answer questions. Please see schedule below:

Training: August 27, 2024 9am – 930am

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Meeting ID: 245 273 487 775

Passcode: bhQjCr

Dial in by phone

[+1 408-791-0743,,305063485#](tel:+14087910743305063485) United States, San Jose

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Phone conference ID: 305 063 485#

Office Hours: August 29, 2024 3pm – 330pm

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Meeting ID: 270 046 495 878

Passcode: xutLs5

Dial in by phone

[+1 408-791-0743,,58558280#](tel:+1408791074358558280) United States, San Jose

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The definitions of above data elements will be included in the documents that will be shared at the



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trainings and office hours. Resource documents will also be available for reference.

Access Requests

By August 14, 2024, please email the BHSD Business Office a BHSDBusinessOffice@hhs.sccgov.org. We request 2-3 staff per agency to have access for back up purposes. Please provide the following for staff access:

- First name
- Last name
- Work E-mail

For any questions, please contact BHSD Provider Relations Operations by email BHSDBusinessOffice@hhs.sccgov.org