



Revision Notice 16-7 HCBS-AMH Provider Manual Change Log

Effective September 2, 2021

Revised Section	Title (Brief)	Change
Provider Manual		Edited entire manual for extra spaces, grammar, formatting, and punctuation
Provider Manual		Restructured and renumbered sections throughout
Provider Manual		Changed all occurrences of the term "person" to "individual"
Provider Manual		Changed all occurrences of the term "discharge" to disenrollment
Provider Manual	Contact Information	Updated email and website address for program
Provider Manual		Removed language throughout manual that stated mileage is reimbursable for services
Definitions	Definitions	New definitions: Adult Needs and Strengths Assessment; Home and Community Based Services; Inventory for Client and Agency Planning; Payee; Suspension
Definitions	Definitions	Updated definitions: Credentialing
Definitions	Definitions	Definition Name Changes: Crisis Plan changed to Safety Plan; Crisis Plan changed to Abuse, Neglect, and Exploitation Safety Plan; Person changed to Participant; Uniform Assessment changed to HCBS-AMH Needs-based Eligibility Evaluation
Definitions	Service Definitions	Added HCBS-AMH Service Definition section to definition list; these definitions were in Section 9100 in previous manual

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Definitions	Definitions	Removed: Community Mental Health Center; Non-HCBS-AMH Services; PCR Participant; Physical Examinations for Enrolled Persons; Recovery Management at an Intensive Level; Status Definitions; Supplemental Security Income Training;
Appendix A	Training and Educational Resources	Added Narcan Administration training and link
Acronyms	Acronyms	Updates made to Acronym list based on definitions and manual revisions
N/A	Definition of Forms	Removed section Appendix B; forms defined under appropriate sections.
N/A	HCBS-AMH Uniform Assessment Definitions	Removed section HCBS-AMH Uniform Assessment Definitions; content updated and incorporated in other sections of manual
N/A	Enrollment Process Definitions	Removed section; content updated and incorporated in other sections of manual
N/A	Submission of Transfer IRP	Removed section Submission of Transfer IRP from manual; transfer process revised and does not require transfer IRP
N/A	IRP Definitions	Removed Section IRP Definitions; previous definitions not applicable
1200	Background	Removed text regarding DSHS/HHSC transformation
1300	Administrative Structure	Added RME and PA responsibilities
1400	Target Population	Removed breakdown of eligibility criteria and list of three risk categories; information consolidated into Section 3100 Initial Criteria
1700	Confidentiality	Added new section for confidentiality
2000	Program Roles and Responsibilities	Created general section for roles and responsibilities; combined RME/PA roles/responsibilities that were duplicative
2600	Roles of HHSC	Added "HCBS-AMH Staff" to section title
4110	HCBS-AMH UA Reassessment	Changed section title "HCBS-AMH UA Reassessment" to "Annual Clinical Needs-Based Eligibility Reevaluation"
4500	Financial Screening	Moved "Financial Screening" Section under program eligibility Section 3000

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5221	Pre-engagement Services	Moved Pre-engagement services from Section 9218 under program services and placed information under pre-engagement section of enrollment
6300	Referring Entity Post-Enrollment Documents	New section that lists necessary documents that referral source shares with providers
6400	No Reject Appeals Policy	Section updated to include the "Community Discharge Readiness Review Process" and "Determination of Review Process"
6520	Initial Contact After Discharge from State Hospital	New section outlining responsibilities of RM to be physically present on day of discharge from state hospital into new residence
6540	46b and 46c Commitments	New section outlining the process and responsibilities of providers when participant is on a forensic commitment
7400	Updating and Submitting the Individual Recovery Plan	New requirements around IRP submission schedule based on years of participant enrollment
9000	Provision of Services	Added: Non-HCBS-AMH services and State Plan services shall be identified and listed on the narrative section of the IRP; requirement to report vacancy of registered nurse
9120	Assisted Living Service	Addition of definition of resident for assisted and supervised living
9191	Nursing Monitoring and Supervision	New Section outlining responsibilities for nursing services
10231	Recovery Management Prior to Discharge from a State Hospital	Added: The RM shall coordinate and assist the participant with building rapport, addressing pre-discharge planning and identify a transition plan back into the community.
11000	Training Requirements	Added requirement for annual renewal of specific trainings across services
11000	Training Requirements	Added requirement for all provider agency services listed to complete the In-Person Person-Centered Recovery Planning (within three months of service provision)

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11100	Training Requirements	Added online and in person person-centered recovery planning training requirement to all provider agency services
11110	Training Requirements	Added Abuse, Neglect, and Exploitation and Critical Incident Reporting requirement to all services
11110	Training Requirements: Substance Use Disorder	Added Ask About Suicide (ASK)
11120	Training Requirements: Community Psychiatric Supports and Treatment	Added Co-Occurring Psychiatric and Substance Use Disorder (COPSD); Added Opioid Overdose Prevention
11121	Training Requirements for CPST	Moved Seeking Safety from recommended to required
11130	Training Requirements: Employment Services	Added Ask About Suicide (ASK); Added Co-Occurring Psychiatric and Substance Use Disorder (COPSD); Added Opioid Overdose Prevention
11150	Training Requirements: Nursing Services	Added Ask About Suicide (ASK)
11151	Training Requirements for Nursing	Added Medication Management Training to required training
11170	Training Requirements: Psychosocial Rehabilitation	Added Co-Occurring Psychiatric and Substance Use Disorder (COPSD); Added Opioid Overdose Prevention
11190	Training Requirements: Respite Care	Added Ask About Suicide (ASK); Added Co-Occurring Psychiatric and Substance Use Disorder (COPSD); Added Opioid Overdose Prevention
11191	Training Requirements for Respite Care	Added EVV requirement
11200	Training Resources	Added EVV training, added Appendix A listing training resources available for providers, some minor corrections also made and added link to SSI eligibility and application process
12100	Transfer Process	Updated Transfer Process
12220	Provider Responsibilities During Suspension	Added responsibilities of providers during suspension of participant

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12310	Disenrollment Process	Distinguishes process between participant-engaged disenrollment and non-participant engaged disenrollment; added responsibilities of providers in disenrollment process
13000	Settings Requirements	Addition of definition of resident for assisted and supervised living
14300	Billing Guidelines	Created definition of populations: jail diversion, emergency department diversion, and long term psychiatric hospitalization
15600	Service Report	Added language related to using CMBHS for service reporting and invoicing to Section 15610.
15634	Critical incident training	Added frequency of required critical incident training
15644	ANE and HHSC PI investigation	First paragraph reworded to include both HHSC PA and APS. A similar edit implemented later in the same section
15700	Reporting Emergencies	Posted link to the HHSC website where all the crisis hotline numbers are posted
15820	Credentialing for Service Provision, Recovery Management	Addition of waiver option for required master's degree for recovery manager
17210	Quality Improvement Processes and Management of Risk to Participants, Staff, and others	New Section added
18000	Health and Safety	Addition of Section 18380: Screening for Tuberculosis
18000	Health and Safety	Addition of Section 18370: Required Health and Medication Documentation
22000	Appendix A	Added Appendix A to list training opportunities along with links to websites
91120	Service Provision: Recovery Management	Added recommendation for recovery managers to have Narcan kit and administration training
91140	Respite Services	Added language related to Electronic Visit Verification (EVV)
91150	Supervised Living	Added language related to required 4:1 staffing ratio

Revised Section	Title (Brief)	Change
91170	Supported Home Living	Added language related to Electronic Visit Verification (EVV)
91180	Transportation	Provided clarification on what is billable under service
101110	Recovery Management	Addition of waiver option for required master's degree for recovery manager
111120	Training Requirements for Supported Home Living	Added EVV requirement
10120 and 101150	Assisted Living and Supervised Living	Addition of definition of resident for assisted and supervised living
10120 and 101150	Assisted Living and Supervised Living	Added recommendation for assisted living and supervised living homes to have unexpired Narcan kit in the home and training on Narcan use for housing staff
11111, 11181, and 111111	Narcan Administration Training Requirements for Supervised Living, Assisted Living, Supervised Living, Host/Home Companion, Supported Home Living, and Recovery Management	Added training requirement for Narcan administration