

GOVERNANCE & OVERSIGHT NARRATIVE

Local Authority: San Juan

Instructions:

In the cells below, please provide an answer/description for each question. **PLEASE CHANGE THE COLOR TO BLUE, OF SUBSTANTIVE NEW LANGUAGE INCLUDED IN YOUR PLAN THIS YEAR!**

1) Access & Eligibility for Mental Health and/or Substance Abuse Clients

Who is eligible to receive mental health services within your catchment area? What services (are there different services available depending on funding)?
Residents of San Juan County are eligible for all services based upon medical need, not the ability to pay.
Who is eligible to receive substance abuse services within your catchment area? What services (are there different services available depending on funding)? Identify how you manage wait lists. How do you ensure priority populations get served?
Residents of San Juan County are eligible for all services based upon medical need, not the ability to pay. Waitlists are managed by the severity of needs. Currently, only non-medicaid Mental Health clients with low needs are on a waitlist. Our waitlist is very small. Waitlist is monitored by the front desk and clinical director regularly to ensure priority is given to those that need it most. The front desk and clinical staff are trained regularly to ensure that the priority populations are getting served.
What are the criteria used to determine who is eligible for a public subsidy?
Income and medical necessity are the determining factors for use of public subsidies. Services are provided based upon need. When no other funding is available, public subsidies are used.
How is this amount of public subsidy determined?
The use of public subsidy is based upon need and income. The sliding fee scale determines the amount expected of the client. Exceptions that benefit the client are made on a case by case basis.
How is information about eligibility and fees communicated to prospective clients?
Eligibility and fees are explained during the intake process. A notice is posted at San Juan Counseling's main office that states: San Juan Counseling Center does not deny access to services to anyone due to their inability to pay. San Juan Counseling has a discounted fee schedule that is based on the current Federal Poverty Guidelines available for clients to utilize. In order to participate on the sliding fee schedule, you will need to provide us with updated income verification. This information must be updated annually to continue to utilize the sliding fee. If you have questions, please ask at the front desk or call 435-678-2992. We are happy to assist you. This information is also posted to www.sanjuancc.org under Services.
Are you a National Health Service Corps (NHSC) provider? YES/NO In areas designated as Health Professional Shortage Areas (HPSA) describe programmatic implications, participation in National Health Services Corp (NHSC) and processes to maintain eligibility.

Yes.

The process to maintain eligibility is outlined on the NHSC website.

2) Subcontractor Monitoring

The DHS Contract with Mental Health/Substance Abuse Local Authority states: When the Local Authority subcontracts, the Local Authority shall at a minimum:

- (1) Conduct at least one annual monitoring review of each subcontractor. The Local Authority shall specify in its Area Plan how it will monitor their subcontracts.**

Describe how monitoring will be conducted, what items will be monitored and how required documentation will be kept up-to-date for active subcontractors.

An annual review is completed with each subcontract. A document checklist is included in each subcontractor file indicating documents located in the file. Checklist is renewed each year. Work performed by subcontractors is reviewed with the subcontractor at least annually for the contracted work.