

# Summit County

## GOVERNANCE & OVERSIGHT NARRATIVE

### 3 Year Plan (2024-2026)

**Local Authority:** Summit County

#### 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) 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.**

#### Yearly:

In January of 2023, the Summit County Council awarded funds for contracting Davis Behavioral Health to conduct an annual auditing of Healthy U. Behavioral and the Huntsman Mental Health Institute - Park City. Per the terms of this contract, audits will be conducted each May/June, with a full report presented to the Summit County Behavioral Health Executive Committee prior to the end of June. Davis Behavioral Health will utilize the same metrics and reviews it currently uses for its contracted providers. This includes the Office of Substance Use and Mental Health's Form 05-21-2021 for mental health and its corresponding substance use disorder form. Any findings requiring corrective actions will be addressed through a corrective action plan approved by the Summit County Behavioral Health Executive Committee prior to July 1<sup>st</sup> of each year. All findings and corrective plans will be made available to the Office of Substance Use and Mental Health for review during their yearly audit of the Summit County Behavioral Health Division and Local Behavioral Health Authority.

#### Monthly:

Each month, the Summit County Behavioral Health Division will meet with Healthy U. Behavioral and the Huntsman Mental Health Institute - Park City to review invoices prior to their submission into the State's billing system KissFlow. This review will consist of a random sampling of services provided and billed for. This is completed by verifying that the service reported in the invoice is reflected in the patient's clinical chart. Billed services which are unable to be verified will be denied, and a full review of each billed service to the corresponding billing code will be reviewed prior to submission into KissFlow.

#### Ongoing:

In addition to the above, Healthy U. Behavioral is required, per the terms of the contract with Summit County, to provide the following report to the Behavioral Health Division by the indicated dates.

#	Name of Report	Frequency	Period Reported On	Due Date
1	Penetration Report	Monthly	Fiscal Year to Date	3 <sup>rd</sup> Thursday of each month
2	Provider Claim Inventory	Monthly	Fiscal Year to Date	3 <sup>rd</sup> Thursday of each month
3	Contract Utilization Report	Monthly	Fiscal Year to Date	3 <sup>rd</sup> Thursday of each month
4	Claim Denial Reasons	Monthly	Fiscal Year to Date	3 <sup>rd</sup> Thursday of each month
5	Service Utilization by Provider	Monthly	Fiscal Year to Date	3 <sup>rd</sup> Thursday of each month
6	Service Utilization by Rate Code	Monthly	Fiscal Year to Date	3 <sup>rd</sup> Thursday of each month
7	Services Provided Report by Population: a.) Medicaid b.) Unfunded c.) Insurance d.) Self-Pay e.) Other	Monthly	Fiscal Year to Date	3 <sup>rd</sup> Thursday of each month
8	Unduplicated Client Count: a.) Medicaid b.) Unfunded c.) Insurance d.) Self-Pay e.) Spanish Language	Monthly	Fiscal Year to Date	3 <sup>rd</sup> Thursday of each month
9	Monthly Inpatient Utilization Management Report	Monthly	Fiscal Year to Date	1 <sup>st</sup> Wednesday of each month
10	Monthly Residential Utilization Management Report	Monthly	Fiscal Year to Date	3 <sup>rd</sup> Thursday of each month
11	MCOT, Receiving Center, Wellness & Recovery Center	Monthly	Fiscal Year to Date	3 <sup>rd</sup> Thursday of each month
12	Crisis Outcomes Report	Quarterly	Quarterly & Fiscal Year to Date	Quarterly submitted by the 3 <sup>rd</sup> Thursday of each month following the end of the quarter. Previously reported quarters will be re-reported with updated information.
13	Wait Time Report	Semi-Annually	Quarterly & Fiscal Year to Date	Quarterly submitted by the 3 <sup>rd</sup> Thursday of each month following the end of the quarter. Previously reported quarters will be re-reported with updated information.
14	Grievance Report	Semi-Annually	Fiscal Year to Date	Third Thursday of January and July

