



Utah Department of

Health & Human Services

Integrated Healthcare

SUMH G&O Narrative

State Fiscal Year 2027

Local Authority: Tooele County

Table of Contents

Table of Contents	2
Overview	3
Governance and Oversight	4
General Auditing	4
Fiscal Auditing	4
Subcontractor Auditing Tools	5
Mechanisms for Citizen Input	6
Policies and Procedures Auditing	7

Overview

The purpose of this document is to meet contract compliance with the Local Authorities (LA) “Evergreen Contract” Article 1.2. “Office Directives” refers to the annual instructions promulgated by Department of Health and Human Services (DHHS), Office of Substance Use and Mental Health (SUMH), identified in Utah Code §26B-5-102(2). These directives describe the use and allowable expenditure of state and federal funds for the purpose of mental health and substance use prevention, crisis, treatment, and recovery support services.

This document is designed to be an addendum to the “Evergreen Contract”. It is updated prior to the start of the State Fiscal Year and may be updated during the State Fiscal Year when approved by the SUMH director or designee. DHHS will alert LA leadership via email to any updates to this document after the start of the State Fiscal Year. The LA is responsible to review both the “Evergreen Contract” and this document to ensure contract compliance.

Governance and Oversight (G&O)

General Auditing

Describe how auditing will be conducted, what items will be monitored and how required documentation will be kept up to date. [State Code 26-B-5-102\(2\)\(ee\)](#)

Tooele County Human Services has the privilege of partnering with a variety of local providers for the delivery of high-quality and impactful services in the community. Each provider is offered technical assistance and program evaluation support from the department. Onsite visits are conducted regularly to promote relationships and to observe critical mechanisms of service delivery. Additionally, quality assurance and clinical service delivery is actively monitored by Optum across the provider network. This clinical monitoring includes the review of licensing, client charts, and related regulatory documentation.

Starting in SFY27, Tooele County Human Services will be taking on a greater portion of the quality assurance and service delivery monitoring of all “non-medicaid” services subcontracted by the County. Written policies are currently in development and will be active during the upcoming SFY.

Fiscal Auditing

The [Service Code Auditing Guidelines](#) identify the mental health and substance use disorder treatment service codes that require documentation of services to be uploaded by spreadsheet for the audit. Services that can not be described by CPT/HCPSC code such as prevention, FRF and MCV (MCOT Vehicle costs) can be audited by providing a summary of invoices billed to Kissflow. There shall be a tab for each funding code utilized in the fiscal year.

Service Code Auditing Guidelines
The service code auditing guidelines are located at the end of the FFY for the Fiscal Year. These are the guidelines that the auditor uses to justify year end costs:
Has the LA read the guidelines provided in the FFH? Yes No
Are there any issues with complying with these guidelines with any service code allocated to you for FY27? Yes No
If there are any issues please identify each code and give an explanation: N/A

Subcontractor Auditing and Tools
A list of subcontractors/subrecipients shall be provided prior to the audit. The subcontractor monitoring tool developed by SUMH shall be used in monitoring subcontractors. Subcontractor audits should be designed to evaluate the quality of services being provided, identify areas for improvement or training of subcontractors to help improve outcomes, ensure compliance with statute and office directives and provide accountability for state and federal funding. Explain how you use the provided state monitoring and other tools developed to fulfill the requirement of annually monitoring each subcontracted provider. (See FY27 Office Directives Subcontractor Monitoring Review (1) page (5))
Tooele County Human Services oversees a provider network and partners with Optum BH to develop a network of clinical providers to deliver direct services. The department has adopted the <i>Subcontractor Monitoring Tool</i> developed by OSUMH and implemented it during the BH audit for SFY25. Most notably, this tool is used to conduct a comprehensive review of Optum and identify opportunities for improvement and quality assurance. For many contracts, there are portions of the tool that are irrelevant to the scope of work, however it has proven to be useful for organizing feedback and opportunities for improvement. Where the department has resumed the role of administering and monitoring the use of the BH funding allocation (State General Funds and Federal Block Grants), the County will begin to implement the tool for monitoring contractors. Optum will continue to use its standardized tools for monitoring programs and services that are more clinical in nature.

Mechanisms for Citizen Input
Are you currently receiving public input and comments in the development of the annual area plan and budgets? State Code 17-77-301(5)(a)(vii), 17-77-201(5)(g)
Yes.
How do you, or will you, solicit public comments and input on your annual area plan and budgets?
In the months leading up to the Area Plan submission deadline, the department shares with the Human Services Advisory Council (HSAC) matters of concern or its recommendations for the upcoming year to be included in the plan. During this time the department solicits input. The public has access to the agenda and may provide comments during this phase. The HSAC reviews the area plan during the drafting phase, then it is forwarded to the County Manager's Office and County Council for approval. After the plan is submitted to OSUMH (by May 15th), it is published on the County website where the public may provide additional comments to be heard during the HSAC.
How do you track this public input? (Please provide supporting docs)
HSAC follows the Utah OPMA standards, meeting agendas are posted and minutes are documented here – Meeting Manager . Public comment is heard (read) during the meeting.
Did you receive any input for the FY27 Area Plan?
Nothing remarkable, the department received support from HSAC on its initial recommendations for FY27. Feedback has been solicited again on the plan in its narrative form with little feedback.
Who are the local advocates and coalitions that will be invited to the public review of the Area Plans and Budgets for FY27?
Representatives range from social services, behavioral health, public health, and health care: • County Council • Utah 3rd District Court • Corrections Facility • Switchpoint • Bonneville Family Practice

- Aging Services
- Mountain West Medical Center
- Housing Authority
- Student Services
- Optum
- Valley Behavioral Health
- Clinical Consultants
- Health Department
- Criminal Justice Coordinating Council
- Tooele Interagency Prevention Professionals (TIPP coalition)

If none were invited to participate, who are the local coalitions and advocates that should be invited to participate this year for FY27?

Transparency and public input are very important to the department and we're always open to ways to improve how we communicate priorities and solicit feedback on how we can address unmet needs. The process described above is new to the current administration and is continuously evolving and improving.

Policies Procedures and Auditing

Per the [FY27 SUMH Office Directives](#), each LA shall develop, implement, and maintain written policies and procedures that encompass all requirements, including:

- i) governance and oversight,
- ii) substance use disorder prevention services,
- iii) suicide prevention services,
- iv) crisis services,
- v) mental health treatment services,
- vi) substance use disorder treatment services,
- vii) recovery support services,
- viii) data reporting, and
- ix) grant and contract reporting.

Does the Local Authority have the policies above in place? Yes **No**

Are the policies up to date (5 years or less)? Yes **No**

Please provide these policies with your uploads
During SFY27, Tooele County Human Services will see to the development of policies to address the aforementioned list. Because the department does not provide direct services to the public, many of the policies on these topics will establish the standard of care and quality assurance criterion for those contracted to provide services. Additionally, the written policies will establish monitoring expectations between the department and contracted providers.

Additional Policy Auditing
Does the Local Authority have the policies below in place? Yes No
Are the policies up to date (5 years or less)? Yes No
Please provide these policies with your uploads
During SFY27, Tooele County Human Services will see to the development of a comprehensive policy for the monitoring of contractors and will include the items listed in this section.

The following audit items are located in the [SUMH FY27 Monitoring Handbook](#).

- A) Corrective Action Policy
- B) Standardized finding format
- C) Standardized CAP Tool/Root Cause Format
- D) Standardized Operating Procedure for CAP's
- E) Quality and Effectiveness Standards for Subcontractor Monitoring
- F) A Link to the FY27 Standardized Audit Tool