



**North Carolina Department of Health and Human Services**

2001 Mail Service Center • Raleigh, North Carolina 27699-2001

Tel 919-733-4534 • Fax 919-715-4645

Beverly Eaves Perdue, Governor

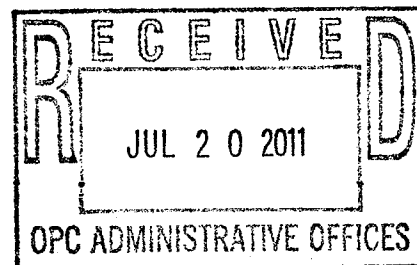
Lanier M. Cansler, Secretary

July 13, 2011

TO: CAP MR/DD Providers  
SA & PCS – Adult Care Home Providers  
PCS – Community Based Providers  
Enhanced Mental Health Providers

FROM: Lanier M. Cansler 

SUBJECT: Extended Suspension of Mandatory Cost Reporting for Rate Adjustments



The Department of Health and Human Services (DHHS) recognizes that the unprecedented Medicaid budget reductions in state fiscal years 2010 and 2011 have impacted both providers and recipients. In order to remove some of the administrative burden and cost to providers, the Division of Medical Assistance (DMA) and the DHHS Controller's Office are once again suspending, for the above named provider groups, the requirement for mandatory cost reporting of Medicaid costs for cost reports due in all periods after December 31, 2009, until further notice.

The DMA is not planning rate adjustments based on cost during these periods of suspension. Should it become necessary to determine reasonable costs during the suspension periods, the DMA will utilize its existing cost report database and cost trending factors.

As previously announced, any outstanding cost reports from previous cost report periods are due and must be filed. Outstanding issues resulting from a previously filed cost report must also be resolved.

This suspension shall remain in effect until rescinded by the Secretary of DHHS. If you have specific questions please contact the following individuals:

CAP MR/DD Providers and Residential Treatment Providers – Ms. Stephanie Robinson at 919-855-3686 or Ms. Mishawn Davis at 919-647-8179.

SA & PCS – Adult Care Home Providers – Ms. Linda Eckles at 919-855-3682 or Ms. Elizabeth Grady at 919-855-4207.

PCS – Community Based Providers – Ms. Roxanne Krotoszynski at 919-855-4216.

Extended Suspension of Mandatory Cost Reporting for Rate Adjustments

Location: 101 Blair Drive • Adams Building • Raleigh, N.C. 27603

An Equal Opportunity / Affirmative Action Employer



Enhanced Mental Health Providers – Ms. Stephanie Robinson at 919-855-3686 or Ms. Christal Kelly at 919-647-8178. The suspension also includes those CAP MR/DD and Mental Health Residential Treatment providers who also provide enhanced mental health services.

For all cost reports due prior to December 31, 2009, the DMA's policies and rules for timely submission will continue to be in effect.

Providers should continue to record their accounting transactions in accordance with the approved chart of accounts and cost allocation principles to ensure that when the suspension is rescinded, providers will be able to complete and file cost reports within the prescribed timeframe.

We recognize the financial hardships of our provider network and hope that this reduction of administrative cost will assist providers as we work our way through these difficult economic times.

cc: Dr. Craigan Gray  
Dan Stewart  
Laketha M. Miller  
Steve Owen

# **A Train the Trainer Series on Teaching Adolescents about Healthy Boundaries and Sexuality**

**June 17, 9:00-12:00** Stanford Middle School Media Center, 308 Orange High School Rd. Hillsborough

**July 8, 9:00-12:00** Whitted Human Service Complex, 300 West Tryon St, Hillsborough

**July 22, 9:00-12:00** Whitted Human Service Complex, 300 West Tryon St, Hillsborough

**Aug 5, 9:00-12:00** Whitted Human Service Complex, 300 West Tryon St, Hillsborough

**Target Audience:** Court counselors, mental health providers, social workers from the department of social services, family advocates

**Description:** Human service providers often work with young people who have received confusing and inappropriate messages about sexuality. Human services providers often work with kids who are struggling with sexting, grabbing, exposure, and use of sexually provocative behavior to gain acceptance in a peer group. This train the trainer series will provide human service workers with information and tools to talk with kids and their parents individually or in a group.

**Trainer: Amy Elliott Ph.D. LPC** Since 2000 she has worked with adolescents in the juvenile justice system. Currently she is the Substance Abuse Counselor for Durham County's Detention Center. Her private practice is with Behavior Health Solutions, PA where she treats adult sex offenders and facilitates Healthy Boundaries groups for adolescents with sexual behavior problems. She is a Certified Darkness to Light facilitator. Her Ph.D. is in Performance Studies from New York University.

**June 17, 9:00-12:00 Healthy Boundaries 1#:** What is normative sexual development? Adolescent Sexuality: trends, data, with special attention to youth involved in the juvenile justice system. When should you be concerned? What are healthy boundaries and how do you assess and talk about them with parents and adolescents? Information is gathered about the participants' particular challenges so these issues can be addressed in future sessions.

**July 8, 9:00-12:00** Safety Plans and supervision: working with parents, schools, and community. When adolescents have specialized needs, how to create a collaborative safety plan so that kids are supervised appropriately.

**July 22, 9:00-12:00** Healthy Boundaries #2: Shaped to address court counselor's needs and questions (assessed in Healthy Boundaries session 1#). This session will address laws, consent, gender issues, media influences.

**Aug 5, 9:00-12:00** Youth with Sexual Behavior Problems: assessment, treatment, outcomes, current trends and research, date rape and assaultive behaviors.

Training is Free but please RSVP to Lisa Lackmann at [llackmann@opc-mhc.org](mailto:llackmann@opc-mhc.org)

The training will build on each preceding training, so participants are encouraged to attend the entire series though participants will be allowed to attend individual sessions in the series.



## Client Rights and Confidentiality

Offered by:  
OPC/LME

For Providers Serving Orange, Person, and Chatham Counties

Thursday, August 4, 2011

9:00 a.m. – 12:00 p.m.

Location: OPC Administrative Offices

100 Europa Drive, Suite 490, Chapel Hill, NC 27517

This training is designed to familiarize participants with statutes and rules that govern client rights, confidentiality, and incident reporting.

Some of the subjects to be covered in this training include:

- Overview of client rights
- Restrictive Interventions
- Title VI of the Civil Rights Act of 1964
- Highlights of NC General Statute 122-C & HIPAA (including changes included in HITECH)
- 42-CFR (governing confidentiality of information related to substance abuse treatment)
- Revision to NCGS 122C-55: Sharing information with Primary Care case management programs

Presenter: Michael Norton, M.A.  
OPC Client Rights Coordinator

To register with OPC please submit the attached registration form to Vickie Hussey by email at [vhussey@opc-mhc.org](mailto:vhussey@opc-mhc.org) or by fax 919-913-4038. **Participants will be limited to 25, and will be registered on a first-come, first-served basis.**

# OPC

Area Program

Administrative Offices  
 100 Europa Drive, Ste. 490  
 Chapel Hill, NC 27517

Phone: 919-913-4053

Fax: 919-913-4038

## Provider Training Registration Form

<b>Topic of Training: Crisis Planning and Response</b>
<b>Date/Time of Training:</b> Friday, August 26, 2011 / 1:00 pm - 4:00 pm.
<b>Cost of Training (if applicable): \$FREE</b>
<i>If the training requires a fee, please send a check to address below or bring with you to the training</i>

<b>Your Agency Name:</b>		
<b>Representative(s) Attending:</b> <i>If more than one representative attends, please plan to carpool due to limited parking.</i>	<b>E-mail Address:</b> <i>Please provide email address for each representative so that we can send a registration confirmation.</i>	<b>Phone number:</b> <i>Please provide best number to reach you in case of a cancellation.</i>

*Please return this form by:*

**Email (preferred):** [vhussey@opc-mhc.org](mailto:vhussey@opc-mhc.org)

**Mail:** Attn: Vickie Hussey, 100 Europa Drive, Ste. 490, Chapel Hill NC 27517

**Fax:** 919-913-4038



## OPC Provider Direct Claims and Billing

Offered by:  
OPC/LME

For Providers Serving Orange, Person, and Chatham Counties

Wednesday, August 17, 2011

12:30p.m. – 3:30 p.m.

Location: OPC Administrative Offices

100 Europa Drive, Suite 490, Chapel Hill, NC 27517

The training is designed to familiarize participants with the Cardinal Innovations (CI) environment. The system was created to offer secure online communication with your LME. The training will focus on the CI system as a tool to reimburse providers and reduce administrative cost through electronic claims processing. Provider Direct Claims and Billing training is beneficial for Program Managers, IPRS/Medicaid claims and billing staff.

Subjects to be covered in this training include:

- Overview of the OPC Provider Direct Components
- Claims Submission Options
- Creating and Submitting Claims
- Process Schedules and Deadlines
- Payment and Denial Reports
- Accessing your Claims Status

Presenter: Kris O'Keefe or Karen Strum

To register with OPC/LME please submit the enclosed registration form to Vickie Hussey by email at [vhussey@opc-mhc.org](mailto:vhussey@opc-mhc.org) or by fax at 919-913-4038. **Participants will be limited to 8 and will be registered on a first-come, first-served basis.**

# OPC

Area Program

Administrative Offices  
 100 Europa Drive, Ste. 490  
 Chapel Hill, NC 27517

Phone: 919-913-4053 Fax: 919-913-4038

## Provider Training Registration Form

<b>Topic of Training: OPC Provider Direct Claims and Billing</b>
<b>Date/Time of Training:</b> August 17, 2011 / 12:30 pm – 3:30 pm
<b>Cost of Training (if applicable): FREE</b>
<i>If the training requires a fee, please send a check to address below or bring with you to the training</i>

<b>Your Agency Name:</b>		
<b>Representative(s) Attending:</b> <i>If more than one representative attends, please plan to carpool due to limited parking.</i>	<b>E-mail Address:</b> <i>Please provide email address for each representative so that we can send a registration confirmation.</i>	<b>Phone number:</b> <i>Please provide best number to reach you in case of a cancellation.</i>

*Please return this form by:*

**Email (preferred):** [vhussey@opc-mhc.org](mailto:vhussey@opc-mhc.org)

**Mail:** Attn: Vickie Hussey, 100 Europa Drive, Ste. 490, Chapel Hill NC 27517

**Fax:** 919-913-4038



# Crisis Planning and Response

Offered by:  
OPC/LME

For Providers Serving Orange, Person, and Chatham Counties

Friday, August 26, 2011

1:00 p.m. – 4:00 p.m.

Location: OPC Administrative Offices

100 Europa Drive, Suite 490, Chapel Hill, NC 27517

This three-hour training offers participants an opportunity to increase their knowledge of how to effectively plan ahead for a crisis, and how to competently manage a crisis which is already underway. What specific actions and behaviors comprise competent crisis planning and management? What, specifically, is happening inside the brain of a person who is escalating into crisis? How can you use this information to better manage the situation? How, specifically, do you assess a client's risk for suicide? What are the specific duties of a First Responder? What are the available community resources for clinicians and clients who are in the midst of a crisis? We will address these questions and many others.

Participants will have an opportunity to discuss sample cases involving crisis situations. We also encourage participants to bring questions and troublesome situations for group discussion.

Subjects to be covered in this training include:

- The nature of a crisis
- How to generate high-quality, user-friendly crisis plans
- Discerning between the early and late stages of a crisis
- How to tailor your interventions to the varying stages of crisis
- How to assess your client for lethality

Presenters: Gillian Eberle, M.S.W., L.C.S.W.  
Clinical Specialist, OPC LME

Paula S. Newman, L.P.C., N.C.C.  
Clinical Specialist, OPC LME

To register with OPC/LME please submit the attached registration form to Gwen Gattis by e-mail at [ggattis@opc-mhc.org](mailto:ggattis@opc-mhc.org) or by fax 919-913-4038. **Participants will be limited to 25. This training is offered free of charge.**

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Administrative Offices  
100 Europa Drive, Ste. 490  
Chapel Hill, NC 27517

Phone: 919-913-4053

Fax: 919-913-4038

## Provider Training Registration Form

<b>Topic of Training: Crisis Planning and Response</b>
<b>Date/Time of Training:</b> Friday August 26, 2011 / 1:00 - 4:00
<b>Cost of Training (if applicable): \$Free</b>
<i>If the training requires a fee, please send a check to address below or bring with you to the training</i>

<b>Your Agency Name:</b>		
<b>Representative(s) Attending:</b> <i>If more than one representative attends, please plan to carpool due to limited parking.</i>	<b>E-mail Address:</b> <i>Please provide email address for each representative so that we can send a registration confirmation.</i>	<b>Phone number:</b> <i>Please provide best number to reach you in case of a cancellation.</i>

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## Provider Direct Enrollment and Authorizations

Offered by:  
OPC/LME

For Providers Serving Orange, Person, and Chatham Counties

Monday, August 29, 2011

**IPRS and Medicaid Enrollment 8: 30 am – 11:30 pm**

**Lunch Break (on your own) 11:30 am – 12:30 pm**

**Treatment Authorization Requests (TARS) 12:30 pm – 2:30 pm**

Location: OPC Administrative Offices

100 Europa Drive, Suite 490, Chapel Hill, NC 27517

The training is designed to familiarize participants with the Cardinal Innovations (CI) environment. The system was created to offer secure online communication with your LME. The first part of the training will focus on the CI system as a tool to enroll IPRS and Medicaid consumers. The second part of the training will focus on how to request authorizations for treatment. Both trainings will provide a tutorial plus hands on training. Provider Direct Enrollment and Authorizations training is beneficial for Clinical staff who enroll IPRS and Medicaid consumers and any staff who is responsible for the submission of IPRS Treatment Authorization Request. *Participants may register for one or both parts of the training.*

Some of the subjects to be covered in this training include:

- Interacting with the Care Management Department
- Searching for consumers in Provider Direct
- Completing enrollment for IPRS and Medicaid consumers
  
- OPC's IPRS Benefits Plan
- Submitting Treatment Authorization Request for IPRS services

Presenter: OPC Care Management Staff

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## Provider Training Registration Form

<b>Topic of Training: Provider Direct Enrollment and Authorizations</b>
<b>Date/Time of Training:</b> August 29, 2011 / Enrollment from 8:30 – 11:30; followed by TARS from 12:30 – 2:30
<b>Cost of Training (if applicable): FREE</b>
<i>If the training requires a fee, please send a check to address below or bring with you to the training</i>

<b>Your Agency Name:</b>		
<b>Which Training would you like to attend? Please check one:</b>		
<input type="checkbox"/> Enrollment <input type="checkbox"/> Treatment Authorization Request (TARS) <input type="checkbox"/> Both sessions		
<b>Representative(s) Attending:</b> <i>If more than one representative attends, please plan to carpool due to limited parking.</i>	<b>E-mail Address:</b> <i>Please provide email address for each representative so that we can send a registration confirmation.</i>	<b>Phone number:</b> <i>Please provide best number to reach you in case of a cancellation.</i>

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