



**County of San Bernardino
Department of Behavioral Health**

INFORMATION NOTICE 14-02

Date: February 6, 2014

To: Department of Behavioral Health Staff
Department of Behavioral Health Contract Agencies

From: CaSonya Thomas, MPA, CHC, Director 

Subject: Updates to the Scope of Practice and Billing Guide

Introduction The California Board of Behavioral Sciences (BBS) has made changes to the approved Licensed Mental Health Provider regulations, as well as the Licensed Mental Health Professional outlined in the California Code of Regulations (CCR) Title 9, section 1810.223. These changes required modifications be made in the Department of Behavioral Health (DBH) [Scope of Practice Manual and Billing Guide](#), which are listed below for review.

Updates

Section	Updated
Introduction Page 2	Medicare Contractor Information: Noridian is the new Medicare Administrative Contractor For DBH and is the entity that processes Medicare claiming for Department of Health Care Services. They can be contacted at (800) 633-4227 . Additional Information regarding this change can be found in IN 13-07 .
Providers Pages: 7, 8, 9, 10, 17, 19, 23, 26, 28, 30, 33, 35, 37, 42, 44, 45, 48, 50-60, 77, 78	Added: <ul style="list-style-type: none">• Licensed Professional Clinical Counselors (must have the required specialized training as outlined by the BBS and perform services as outlined in this manual.)• Licensed Vocational Nurse (Must be supervised by a Registered Nurse (RN) or Physician.)
Title Page	Added to the beginning of the document.

Note: Review [Information Notice 11-06](#) for code set updates as it may relate to provider billing within approved scopes of practice.

Continued on next page

County of San Bernardino Department of Behavioral Health

INFORMATION NOTICE 14-02 (continued)

Scope of Practice Manual and Billing Guide

The revised DBH Scope of Practice Manual and Billing Guide has been posted on the following websites under the "Manuals" tab:
DBH Internet - <http://www.sbcounty.gov/dbh/ContractProviders>
DBH Intranet - <http://countyline/dbh/>

Note: This guide replaces version May 1, 2011.

Communication

Please review this Information Notice (IN) with staff and ensure they are informed of the new provider designations with special attention to ensuring managers/supervisors are aware of changes as they relate to staff assignments including billing and scope of practice requirements. Ensure new provider designations are communicated to Contract Agencies and reflected on the Contract Provider Schedule A and B.

Categories Not Approved for Providers/Staff

Staff categories not approved in the Scope of Practice and Billing Guide are also not approved providers within the Mental Health Plan and therefore cannot provide services in our system of care. Services provided by unapproved staff are at risk for disallowance and should not be included in department Schedule B's as programs plan for their staffing patterns.

As DBH moves forward with Medi-Cal expansion and future growth, additional providers such as Physician Assistants and Nurse Practitioners may be added to the Scope of Practice and Billing Guide. **Currently these providers are not approved to bill**; however, once added, an IN will be released to advise the department and contract agencies of these additions.

Fee for Service Providers

This IN does not apply to Fee-for-Service (FFS) Providers managed through DBH Access Unit. FFS providers and affiliated designations are detailed in the [Access Unit Provider Manual](#) for FFS Providers located on the DBH website.

Questions

Questions regarding Noridian or Medicare claiming shall be directed to the Information Technology unit at (909) 382-3112 or by Internet: dbh-asgmedical@sbcounty.gov.

Questions regarding billing activities shall be addressed by contacting the Quality Management Division at (909) 421-9456.
