

Administrative

201 No Show Intensive Day TX
 300 No Show
 307 Appt Rescheduling
 308 Clinic Canceled
 309 Patient Canceled
 400 No Show Intake
 403 Leave and Holiday
 404 Training Given
 405 Training Received
 406 Dept Travel Time
 408 Departmental Meeting
 418 Approved Special Assignment
 457 Supervision Provided
 458 Supervision Received

Adult Residential

141 Adult Crisis Residential
 166 Adult Residential

Assessment

331 Assessment
 364 Diagnostic Int Eval w/Med Svcs

CaLWORKs

310 Collateral
 320 Psychological Testing
 330 Assessment
 340 Individual Therapy
 350 Group Therapy
 360 Medication
 370 Crisis Intervention
 520 Plan Development
 550 Rehab/ADL NB
 550G Rehab/ADL NB Group

Case Management

541 Placement Services
 561 Case Mgmt L&C
 571 Case Mgmt Plan Dev

Collateral

311 Collateral

Comprehensive Treatment

775 Referral Coordination
 776 Screening
 777 Non Mental Health Case Mgmt 778
 Care Coordination
 779 OT Assessment/Evaluation
 780 OT Treatment Session
 781 OT Consultation
 782 SLT Assessment/Evaluation
 783 SLT Treatment Session
 784 SLT Consultation
 785 Audiology Screening
 786 Pediatric Assessment/Evaluation
 787 Pediatric Follow-up
 788 Psychological Testing
 789 Psychological Testing Feedback 790
 Parent/Family Partner Link/Sppt Ind

Conservatorship Invest

621 Conservatorship Investigation

Crisis Intervention

371 Crisis Intervention
 378 Crisis Intervention after first 74 mins

Crisis Stabilization-Emergency Room

151 Crisis Stabilization - ER

Crisis Stabilization-Urgent Care

153 Crisis Stabilization (Urgent Care)

Day Treatment Intensive; Full Day

285 Day Tx Intensive Full Day

Day Treatment Intensive; Half Day

283 Day Tx Intensive Half Day

Day Treatment Rehabilitation; Full Day

295 Day Rehabilitation, Full Day

Day Treatment Rehabilitation; Half Day

291 Day Rehabilitation, Half Day

Group Billing

351 Group Therapy

Indirect (non-billable) Services

411 Mental Health Promotion
 421 Community Client Contact Adult
 423 Interpretation Services
 424 Non English Service
 427 Community Client Contact Child
 433 Day Treatment TX Support
 453 Vocational Program
 461 Placement Evaluation
 462 Hosp. Liasion
 463 Court Appearances
 464 Medication Management
 770 Referral Coord - Non Open Case
 771 Screening - Non Open Case
 772 Case Management - Non Open Case
 773 Follow-up Care - Non Open Case
 774 Other Nursing Care

Individual Therapy

341 Individual Therapy

Intensive Care Coordination

576 Intensive Care Coordination

Intensive Home Based MHS

578 Intensive Home Based Svcs

Medication (E/M)

361 E/M Moderate Complexity, New CLT
 363 E/M High Complexity, New CLT
 366 E/M Low Complexity, EST CLT
 368 E/M Moderate Complexity, EST CLT
 369 E/M High Complexity, EST CLT

Medication Education Group

381 Med Educ & Training one (1) client
 382 Med Educ & Training 2-4 clients
 383 Med Educ & Training 5-8 clients

Medication Visit

385 MSS Service, Non-MD

MHS Plan Development

521 Plan Development

Psych Testing Codes

321 Psych Testing
 324 Developmental Screening
 325 Developmental Testing
 326 Neurobehavioral Status Exam
 327 Neuropsychological Testing

Quality Assurance

450 Administrative Chart Audit
 454 Medi-Cal QA Chart Audit
 456 QA Administration/Indirect

Rehab/ADL Codes

551 Rehab/ADL
 551G Rehab/ADL Group

TBS Services

581 TBS
 582 TBS Assessment
 583 TBS Treatment Plan
 584 TBS Collateral

Treatment Support

431 OP Tx Support

Non-billable Direct Service

140 Adult Crisis Residential NB
 165 Adult Residential NB
 280 Day Intensive NB
 290 Day Rehab NB
 310 Collateral NB
 320 Psych Testing NB
 330 Assessment NB
 340 Individual Therapy NB
 350 Group NB
 360 Medication NB
 370 Crisis Intervention NB
 380 Medication Edu NB
 384 MSS Service, Non-MD NB
 520 Plan Development NB
 540 Placement Services NB
 550 Rehab/ ADL NB
 550G Rehab/ ADL NB Group
 560 Linkage & Consultation NB
 570 Case Mgmt Plan Dev NB
 575 Intensive Care Coordination NB
 577 Intensive Home-Based Svcs NB
 580 TBS NB
 620 Conservatorship Inv NB

Service Location

02 Telehealth
 03 School
 09 Jail
 11 DBH Site
 12 Home
 13 Age Specific Community Center
 15 Mobile Service
 16 Non-traditional Service Location
 17 Healthcare/Primary Care
 18 Clients Job Site
 20 Urgent Care
 21 Inpatient
 23 Emergency Room
 27 Field/OOC
 28 Non Face-to-Face
 29 Homeless
 30 Faith based-Church, Template, etc.
 33 Licensed Care Residential Adult
 53 Other Community Location
 55 Residential Care/Community Location
 72 Satellite
 99 Other

Duplicate Service

XXX59 Distinct Procedural Service (e.g. 33159)
 XXX76 Repeat Proced by same person (e.g. 33176)
 XXX77 Repeat Proced by Different person (e.g. 33177)

Evidence-Based Practices (EBP)/Service Strategies (CSI)

01 Assertive Community Treatment (ACT)
 02 Supportive Employment
 03 Supportive Housing
 04 Family Psycho-education
 05 Integrated Dual Diagnosis Treatment
 06 Illness Management and Recovery
 07 Medication Management
 08 New Generation Medications
 09 Therapeutic Foster Care
 10 Multi-systematic Therapy
 11 Functional Family Therapy
 50 Peer and/or Family Delivered Services
 51 Psycho-education
 52 Family Support
 53 Supportive Education
 54 Delivered in Partnership w Law Enforcement
 55 Delivered in Partnership w Health Care
 56 Delivered in Partnership w Social Services
 57 Delivered in Partnership w Sub Abuse Svc
 58 Integrated Services for MH and Aging
 59 Integrated Services for MH & Develop Disabilities
 60 Ethnic-Specific Service Strategy
 61 Age-Specific Service Strategy
 99 Unknown Evidence-Based Prattice/Svc Strategy

Evidence-Based Practices (EBP) Non-CSI

1 Brief Strategic Family Therapy (BSFT)
 2 Families and Schools Together (FAST)
 3 High Fidelity Wraparound
 4 Positive Parenting Program (Triple P)
 100 Alternatives For Families (AF-CBT)
 101 Mental Health First Aid
 102 Transition to Independence Process Model (TIP)
 200 Attachment-Based Family Therapy (ABFT)
 201 Child Parent Therapy (CPP)
 202 Cognitive Behavioral Therapy (CBT) for Adolescent Depression
 203 Dialectical Behavioral Therapy (DBT)- Child
 204 Homebuilders
 205 Multisystemic Therapy (MST)
 206 Parent Child Interaction Therapy (PCIT)
 208 Trauma Focused Cognitive Behavioral Therapy (TF-CBT) Child
 209 Treatment Foster Care Oregon (TCFO)
 300 Assertive Community Treatment (ACT)
 301 Assisted Outpatient Treatment (AOT)
 302 Cognitive Behavioral Social Skills Training
 303 Cognitive Behavioral Therapy (CBT)
 304 Cognitive Processing Therapy (CPT)
 305 Cognitive-Behavioral Therapy for PTSD
 306 Dialectical Behavioral Therapy (DBT)- Adult
 307 Eye Movement Desensitization and Reprocessing (EMDR)
 308 Prolonged Exposure Therapy for PTSD
 309 Trauma Recovery and Empowerment Model (TREM/M-TREM)
 310 Trauma Focused Cognitive Behavioral Therapy (TF-CBT) Adult
 311 Cognitive Enhancement Therapy (CET)
 400 Community Reinforcement and Family Training (CRAFT)
 401 Functional Family Therapy (FFT)
 500 Brief Marijuana Dependence Counseling
 501 Broad Spectrum Treatment (BST) Naltrexone for Alcohol Dep.
 502 Medication-Assisted Treatment (MAT)
 600 Adolescent Community Reinforcement Approach (A-CRA)
 620 Family Urgent Response System (FURS)

GENERAL INSTRUCTIONS Universal Charge Data Invoice (CDI) - Mental Health Services

Revised 10/12/2016

The Charge Data Invoice (CDI) provides data relevant to services that have been provided so that billing or other cost allocation may be done. All services and CDI categories are now combined on a single page.

The CDI is completed for each workday and is submitted no later than the next day.

Information provided on the CDI must be accurate. It is unethical to distort information provided on the CDI. Inaccuracies may be viewed by the Department's Compliance Unit and by the Federal government as fraud.

See Outpatient Chart Manual Section 11 for detailed billing information. For exact service definitions, see DBH Service Function/Scope of Practice Summary.

Please note Day Treatment billing is done using a printout from DBH's billing system and is not included on this Universal CDI.

ENTRIES

1. Clinic Name
 2. Reporting Unit in DBH's billing system used as tracking number for site or service type
 3. Service Date is the date the billed service occurred
 4. Primary Staff Number is the DBH billing system staff number of the primary service staff.
 5. Client Number is the DBH billing system registration number of client.
 6. Client Name as it appears in medical record.
 7. Procedure Code - enter the procedure code for the service provided as identified in the chart note heading. Service type abbreviations on the CDI are the chart note headings that are to be used in chart notes.
 8. Group Count is the number of clients in a group.
 9. Primary Staff Time is the time spent on the service, related Plan Development, and charting for that service by the primary staff person, to the minute as near as possible — i.e., 126, 014 etc.; same as time entered on interdisciplinary note in chart for that person for that service.
 10. Co-Staff Number is the DBH billing system number of co-staff if there was a co-staff for the service.
 11. Co-Staff Time was time spent on the service, related Plan Development, and charting for that service by the co-staff person, to the minute as near as possible — i.e., 126, 014, etc.; same as time entered on interdisciplinary note in chart for that person for that service.
 12. Service Location Please see service location codes on back of CDI or on chart forms. Must be same service location as entered on interdisciplinary note in chart for that service. Can only enter one code.
 13. **EBP/SS Please see Evidence-Based Practices/Service Strategies codes on back of CDI. Can enter up to 3 codes.**
 14. Pregnancy Indicator This indicator needs to be marked "Y" when the approved aid code is "Pregnancy Services Only".
 15. Emergency Indicator This indicator needs to be marked "Y" if any of the following applies: when the approved aid code is "Emergency Services Only". Eligible services are crisis stabilization, crisis intervention and medication support (when emergency). 9 CCR 1810.216
- NOTE: When the approved aid code is "Emergency Services or Pregnancy Only" one or the other indicator must be selected.**
16. Duplicate Code This indicator is needed when there is more than one service provided on the same day. All services entered after the initial service will need to have a Duplicate Code entered.
 17. Clk. OK is a check box used by clerical staff to keep track of data entry lines and/or for checking data entry.
 18. Staff signature affirms that all entries meet the requirements of the certification statement.
 19. Data Entry Done By and Date Entered for use by clerk entering CDI data into SIMON.