



## Drug and Alcohol Treatment Access Report Policy

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**Policy** It is the policy of the Department of Behavioral Health (DBH) to ensure appropriate substance use disorder (SUD) treatment capacity data is collected and reported via the Drug and Alcohol Treatment Access Report (DATAR) for monthly submission to the Department of Health Care Services (DHCS). DHCS mandates data collection and reporting by all counties receiving state or federal funding of SUD services in order to accurately evaluate treatment capacity conduct future service projections, and support funding.

**Purpose** To outline DATAR collection and reporting requirements and inform DBH Substance Use Disorder and Recovery Services (SUDRS) staff and contracted providers of the importance of collecting and reporting drug and alcohol treatment access information. The DATAR system is the DHCS capacity management program used to collect data on SUD treatment capacity and waiting lists. DATAR allows treatment capacity projections by identifying individuals awaiting treatment as well as possible treatment facilities for these individuals. DATAR is a supplement to the California Outcomes Measurement System (CalOMS) client reporting system.

**DATAR Entries** DBH-SUDRS County and contracted providers must submit DATAR information directly to DHCS by the fifth (5<sup>th</sup>) of each month. No later than the first (1<sup>st</sup>) business day after the tenth (10<sup>th</sup>) day of each month, DBH-SUDRS will review DATAR to ensure all providers' data has been entered.  
**Note:** SUD providers whose data has not been entered will be contacted and directed to enter their data on that day.

**DHCS Reporting Requirements** DBH SUDRS County and contracted providers who reach or exceed ninety percent (90%) of their dedicated capacity, shall report this information within seven (7) days of reaching capacity to DHCS and their SUDRS Program Coordinator.  
  
When a SUDRS treatment provider serving intravenous substance users reaches or exceeds 90 percent of its treatment capacity, the provider must report this information in DATAR on a monthly basis.

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## Drug and Alcohol Treatment Access Report Policy, Continued

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### DHCS Reporting Requirements, continued

Capacity notification will be sent to DHCS via email. The email's subject line must be titled: "Capacity Management". The email is to be sent to DHCS at [DHCSOWPS@dhcs.ca.gov](mailto:DHCSOWPS@dhcs.ca.gov) with a copy (cc) to SUDRS Administration at [DBH-SUDRSAdmin@dbh.sbcounty.gov](mailto:DBH-SUDRSAdmin@dbh.sbcounty.gov).

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### Corrective Action Plans

DATAR reporting deficiencies will be cited during annual DBH-SUDRS monitoring visits. County and contracted providers shall submit a corrective action plan (CAP) for all cited deficiencies. The CAP shall detail how and when the provider will remedy the deficiencies and how the provider will ensure on-going compliance with DATAR Reporting requirements.

DBH-SUDRS will verify that providers have implemented and completed corrective actions within the specified timeline of the approved CAP.

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### Related Policy or Procedure

The referenced policies and procedures can be located in the [DBH Standard Practice Manual](#):

- Alcohol and Drug Services Program Review Procedure (SUDRS0207)
  - Alcohol and Drug Services Program Review Policy (SUDRS0208)
  - SUDRS DATAR Procedure (SUDRS0236-1)
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### Reference(s)

- DBH-SUDRS Provider Standard Contract: Data Collection and Performance Outcomes Requirements
  - [DHCS DATAR Rewrite User Manual September 2019](#)
  - Revenue Agreement with the State of California for the Substance Use Disorder Drug Medi-Cal Organized Delivery System
  - [DHCS Data De-Identification Guidelines November 2016](#)
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