



FRESNO COUNTY DEPARTMENT OF BEHAVIORAL HEALTH

Committee/Meeting: Individual and Group Provider Meeting		Meeting Date: March 6, 2026
Meeting Location: Teams	Start Time: 8:15am	End Time: 9:15am
Facilitator(s): Cesar Rodriguez	Recorder/Scribe: Cesar Rodriguez	Sponsor: Natalie Armitstead
Meeting Attendees: Teams Attendance		

Meeting Summary

Topic/Deliverable		
I. Introduction & Welcome	Lead Member Presenting	
	Status/Update	<ul style="list-style-type: none"> • Welcome • Type name and org/agency in chat for record keeping purposes • Any additions to the agenda?
	Action Items	
II. BBS CEU Audits & DBH-Sponsored Trainings	Lead Member Presenting	Mary Johson, Staff Analyst & Brian Fenne, Staff Analyst
	Status/Update	<ul style="list-style-type: none"> • Board of Behavioral Sciences has been conducting audits of CEUs for licensed staff <ul style="list-style-type: none"> ○ Informational item; DBH has not changed any current practices. ○ 62% of persons audited have failed BBS audits of CEUs ○ May result in fines ○ May also impact credentialing status if your license status changes • Many staff are not passing audits due to: <ul style="list-style-type: none"> ○ Not having records of completion of required CEUs <ul style="list-style-type: none"> ▪ Consider keeping backups ○ Not completing the appropriate required CEUs ○ Not receiving the CEUs from an accepted trainer/provider ○ Not completing the number of required trainings ○ First time license renewals – not getting required courses • Staff Development Training Notifications <ul style="list-style-type: none"> ○ Use this Link to go to the contractor notification webpage where you can see available training and other communications from DBH. ○ Contact the Staff development inbox for training questions
	Action Items	
III. Claim Submission	Lead Member Presenting	
	Status/Update	<ul style="list-style-type: none"> • Drop off claims in the lobby <ul style="list-style-type: none"> ○ Do not enter back office unaccompanied

		<ul style="list-style-type: none"> ○ Try to let us know that you'll be dropping off claims ahead of time if you plan to come in person ● Mail claims to new location/address ● Bill for actual time spent in service <ul style="list-style-type: none"> ○ Do not round your time up
	Action Items	
IV. Timeliness & CSI Forms	Lead Member Presenting	Cesar Rodriguez, Senior Staff Analysts
	Status/Update	<ul style="list-style-type: none"> ● Reminder to complete Timeliness Forms in full <ul style="list-style-type: none"> ○ Make sure to include accurate dates ○ Make sure to complete all fields ○ Last section of form must be completed as well (it may not print well) ● CSI Forms <ul style="list-style-type: none"> ○ Try to avoid writing "N/A" on all fields <ul style="list-style-type: none"> ▪ Try to ask person for responses; make best effort to avoid "N/A" ○ Last section of form must be completed as well (it may not print well)
	Action Items	
V. Reporting Letter	Lead Member Presenting	
	Status/Update	<ul style="list-style-type: none"> ● 274 report <ul style="list-style-type: none"> ○ If 274 report is not submitted, payment will be withheld until it is submitted accurately ○ 274 report is important for our department as it helps demonstrate to DHCS that we have sufficient capacity to meet the needs of our community ○ Report is due monthly by the 25th ● Timeliness <ul style="list-style-type: none"> ○ DBH will send follow up requests for missing information ○ We are doing pretty well overall so there won't be a high volume of requests <ul style="list-style-type: none"> ▪ Not all programs will receive requests since we are doing pretty well as a group ○ If you do not respond or submit that information, we may also withhold payment
	Action Items	
VI. Insurance Follow Up	Lead Member Presenting	
	Status/Update	<ul style="list-style-type: none"> ● Review and discussion of insurance letter previously sent out by DBH and contract terms <ul style="list-style-type: none"> ○ Would DBH consider lowering the insurance limits for smaller providers, who may not have the same level of risks as larger providers? <ul style="list-style-type: none"> ▪ Unfortunately, since this is a master agreement, we have to have the same insurance requirements for all providers. DBH also maintains the same

		<p>level of insurance for all treatment programs with a few minor exceptions where they may not apply.</p> <ul style="list-style-type: none"> ○ Some providers are struggling with obtaining the required level of insurance. <ul style="list-style-type: none"> ▪ Dr. Kim Jones offered herself as a resource if providers have any questions or if she can help with guidance on how to navigate the process. ▪ She stated that using umbrella coverages to meet the thresholds might be an option. ● Process of termination <ul style="list-style-type: none"> ○ Requires Board of Supervisor approval ○ Will take weeks to months depending on review process and timelines ○ DBH will communicate dates and timelines ahead of time so we can coordinate with your programs and work with your enrolled persons ● Informing and transitioning persons to other programs <ul style="list-style-type: none"> ○ Coordinating with DBH ○ We can help make sure your persons are accounted for and receive ongoing care at contracted programs or at internal DBH programs ● Please do not discharge your persons without coordinating and communicating with DBH ● Managed Care Plans question <ul style="list-style-type: none"> ○ Ask about associates and groups who have associates – are associates billable under the MCPs? ● If a person is mild/moderate, all services would be responsibility of the Managed Care Plans, including medications. ● Peer support services <ul style="list-style-type: none"> ○ DBH to look into who offers these services through MHP ● Ask Managed Care Plans to present at IGP meeting.
	Action Items	<ul style="list-style-type: none"> ● DBH to ask Managed Care Plans about associates and groups with associates to see if they allow billing for that provider type. ● DBH to ask Managed Care Plans to present at IGP meeting. ● Peer support services – DBH to look into who offers these services through MHP.
VII. Additional Items	Lead Member Presenting	All
	Status/Update	<ul style="list-style-type: none"> ● DBH will look into having a meeting in person ● Urgent Care Wellness Center and a select few other DBH internal programs moving to Health and Wellness Center in the next 2-3 weeks (1925 E Dakota Ave Fresno, CA).
	Action Items	
VIII.	Lead Member Presenting	
	Status/Update	
	Action Items	

Next Steps	Lead Member Presenting		
	Status/Update		
	Action Items		
What did you find most helpful about today's meeting?			
What is your plan for using today's meeting discussion for your ongoing work?			
Adjourn	Comments:		
(OPTIONAL for Project Management needs) Project Integration Need(s) Identified (Please identify Project Integration Challenges Identified that Needs the Attention of Other Teams):			
Identified Assistance Required	Team(s) Identified to Provide Assistance	Specific Focus Areas Required	Date Action Needed