



JOHN NAIMO  
AUDITOR-CONTROLLER

**COUNTY OF LOS ANGELES  
DEPARTMENT OF AUDITOR-CONTROLLER**

KENNETH HAHN HALL OF ADMINISTRATION  
500 WEST TEMPLE STREET, ROOM 525  
LOS ANGELES, CALIFORNIA 90012-3873  
PHONE: (213) 974-8301 FAX: (213) 626-5427

September 17, 2015

TO: Supervisor Michael D. Antonovich, Mayor  
Supervisor Hilda L. Solis  
Supervisor Mark Ridley-Thomas  
Supervisor Sheila Kuehl  
Supervisor Don Knabe

FROM: John Naimo   
Auditor-Controller

SUBJECT: **AMANECER COMMUNITY COUNSELING SERVICES – A  
DEPARTMENT OF MENTAL HEALTH SERVICE PROVIDER –  
PROGRAM REVIEW**

We completed a program review of Amanecer Community Counseling Services (Amanecer or Agency), which included a sample of billings from Fiscal Year (FY) 2014-15. The Department of Mental Health (DMH) contracts with Amanecer to provide mental health services, including interviewing Program clients, assessing their mental health needs, and implementing treatment plans.

The purpose of our review was to determine whether Amanecer provided the services and maintained proper documentation, as required by their County contract and related guidelines.

DMH paid Amanecer approximately \$7.3 million on a cost-reimbursement basis for FY 2014-15. The Agency provides services in the First Supervisorial District.

**Results of Review**

Amanecer maintained adequate documentation for the billings reviewed. The Agency completed Assessments, Client Treatment Plans, Progress Notes, and Informed Consent forms in accordance with their County contract. In addition, Agency treatment staff had the required qualifications to provide DMH Program services.

Details of our review are attached.

### **Review of Report**

We discussed our report with Amanecer and DMH. Amanecer is not required to submit a response to this report because there are no findings or recommendations.

We thank Amanecer management and staff for their cooperation and assistance during our review. If you have any questions please call me, or your staff may contact Don Chadwick at (213) 253-0301.

JN:AB:DC:EB:nj

Attachment

c: Sachi A. Hamai, Interim Chief Executive Officer  
Dr. Marvin J. Southard, D.S.W., Director, Department of Mental Health  
Craig Simmons, Board President, Amanecer  
Timothy Ryder, Executive Director, Amanecer  
Public Information Office  
Audit Committee

**AMANECER COMMUNITY COUNSELING SERVICES  
DEPARTMENT OF MENTAL HEALTH  
PROGRAM REVIEW  
FISCAL YEAR 2014-15**

**PROGRAM SERVICES**

**Objective**

Determine whether Amanecer Community Counseling Services (Amanecer or Agency) maintained documentation to support the services billed to the Department of Mental Health (DMH) in accordance with their County contract and related guidelines.

**Verification**

We selected 40 (1%) of the 5,210 approved Medi-Cal billings for December 2014 and January 2015, which were the most current billings available at the time of our review (August 2015). We reviewed the Assessments, Client Treatment Plans, Progress Notes, and Informed Consent forms in the case files for the selected billings. The 40 billings represent services provided to 20 clients.

**Results**

Amanecer maintained documentation to support the billings reviewed. In addition, the Agency completed the Assessments, Client Treatment Plans, Progress Notes, and Informed Consent forms in accordance with their County contract.

**Recommendation**

**None.**

**STAFFING QUALIFICATIONS**

**Objective**

Determine whether Amanecer's treatment staff had the required qualifications to provide the mental health services.

**Verification**

We reviewed the California Board of Behavioral Sciences' website and/or the personnel files for 19 (18%) of the 104 Amanecer treatment staff who provided services to DMH clients during December 2014 and January 2015.

**Results**

Each employee reviewed had the qualifications required to provide the billed services.

**Recommendation**

**None.**