



CBO DISPATCH

The “B” means BUSINESS

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UMDAP Information in IBHIS

Background

The State of California (the State) requires all specialty mental health providers rendering services under a county mental health plan to financially screen clients using the Uniform Method of Determining Ability to Pay (UMDAP). UMDAP was developed to establish a reasonable method of determining the ability of a client (or client’s responsible party) to personally contribute to the cost of the services received. The amount determined using this method covers all services received in a year, or annual charge period.

What You Need to Know

The UMDAP annual charge period is a twelve-month period that constitutes a client’s fiscal year. In the Integrated Behavioral Health Information System (IBHIS), the annual charge period is 365 days long and can start on any day in the month. A client can have only one annual charge period at a time regardless of the number of providers of service within any county in the State of California in which a client is treated. Providers seeing a client once the annual charge period has been established must accept the annual charge period and UMDAP liability sliding scale fee established by the previous provider for the remainder of the UMDAP liability period. When a client is seen by more than one agency in an annual charge period, providers must communicate with each other to coordinate the charge period as well as the determination and collection of fees.

IBHIS allows providers to communicate client UMDAP information between legal entities. Providers are able to retrieve any existing UMDAP information for a client. This helps to identify whether the client has an existing annual liability with another provider and ensure all providers are using the same existing UMDAP period regardless of how many providers render services to the client.

UMDAP Information Shared in IBHIS

Below is a list of the UMDAP-related fields in IBHIS using the terms your vendor needs to set up your Electronic Health Record (EHR). Check with your vendor regarding how these fields are set up and labelled in your system.

Field	Description
Client ID	Department of Mental Health (DMH) Client ID
Annual Liability	Amount the client is responsible to pay for services during the annual charge period based on the UMDAP sliding fee scale
Annual Charge Period	Beginning date of the 365-day annual charge period
Number of Dependents Upon Income	Number of people, including the client relying or dependent upon the family’s adjusted monthly income



Field	Description
Responsible Person	Client, spouse of client, parent of client, legal guardian of client, or conservator of client
Adjusted Monthly Income	Monthly income for the family plus the value of assets, less allowable expenses
Client Note	Name and contact number of the person who financially screened the client

Please note that different EHRs may use different terms for each field. For example, the Annual Charge Period field listed above is labelled Annual Liability Begin Date for DMH directly operated programs.

Sharing UMDAP Financial Information

Contract providers must search for UMDAP information when creating or updating an episode for a client. If there is no existing UMDAP information in IBHIS for the client, search for the client in the Integrated System (IS). If there is no UMDAP date for the client in the IS or in IBHIS, create a new UMDAP entry representing the new annual charge period. Use the admission date as the beginning date of the annual charge period when creating the client in IBHIS. A new UMDAP record must be created every year when a new annual charge period begins.

Sometimes, a client is seen by multiple agencies. When there is an existing UMDAP record for the client, all providers must follow the same UMDAP cycle for the client. These clients should have more than one UMDAP record and each record should start with the same month and day. This is true even when a client receives services from more than one agency in a single annual charge period. There should be one UMDAP record for each agency where the client is receiving services during that charge period and the UMDAP dates for each agency should all have the month, day, and year.

Conflicting UMDAP Dates and Gaps in Service

When there is a conflict between your agency's UMDAP date and existing UMDAP information in IBHIS, contact the other agency using the contact information from the Client Note field to determine which UMDAP cycle date is correct as well as to determine the annual liability balance, if any. Unless the other agency is in error, all providers must follow the existing UMDAP cycle date established in IBHIS using the same month and day. This is true even if there is a gap in services. If the client has not been seen by any agency in more than a year but has an existing UMDAP record in IBHIS, then current services must use the same month and day as the existing record for the current UMDAP cycle.

Ask your vendor how to search for and create UMDAP information in IBHIS. The link below is to the DMH webpage with the contractors' Web Services Companion Guide that contains instructions on how to set up clients and episodes in IBHIS.

http://lacdmh.lacounty.gov/hipaa/IBHIS_EDI_homepage.htm

WE'RE WORKING FOR YOU...

IBHIS providers, if you have any questions or need additional information, please create a HEAT Ticket using the following link: <https://extra.dmh.lacounty.gov/SelfServiceSupport/Pages/SelfService.aspx>.

