



North Carolina Department of Health and Human Services
Division of Aging and Adult Services

2101 Mail Service Center • Raleigh, North Carolina 27699-2101
Tel 919 733-3983 • Fax No. 919 733-0443

Beverly Eaves Perdue, Governor
Lanier M. Cansler, Secretary

Dennis W. Streets
Director

DAAS Administrative Letter No. DAAS-11-09

To: Area Agency on Aging Directors, Adult Program Representatives, Adult Services Supervisors, DSS Directors

From: Dennis W. Streets *Dennis W. Streets*

Subject: Revised Home and Community Care Block Grant Mental Health Service Standards

Date: June 7, 2011

The Home and Community Care Block Grant (HCCBG) Mental Health Counseling Service Standards were recently revised to reflect current terminology, and practices and to better track the reimbursement for this service. The Division of Aging and Adult Services' received consultation from staff at the Division of Mental Health/Developmental Disabilities/Substance Abuse Services to revise the HCCBG Mental Health Counseling Service Standards.

Five main areas have been revised and/or expanded.

The first revision updates references to reflect current form numbers and APA rules.

The second revision requires that all clients receiving an allowable service task under the Mental Health Counseling service have a DAAS-101 completed. Prior to this revision, the DAAS-101 was required only for clients receiving the Outpatient Treatment component of the service. This change was necessary to ensure proper tracking and monitoring of this service regardless of which allowable service task a client receives.

The third revision expands the definition of "qualified professional" to reflect the current APA rule and uses the exact language for this definition from the APA rule.

The fourth revision exempts the requirement for the client's signature on the DAAS-101 when the client is receiving the Evaluation component of this service as part of an Adult Protective Services (APS) Evaluation. Normally, HCCBG services require the client's signature on the DAAS 101, but since an APS Evaluation is not a voluntary service but one that is mandated per General Statute, the client's signature will not be required.

Location: 693 Palmer Drive, Raleigh, NC 27603 • State Courier No. 56-20-02
An Equal Opportunity / Affirmative Action Employer



<http://www.nccarelink.gov/>

The fifth revision is in reference to the documentation requirement for clients receiving Case Consultation or Evaluation components of the service detailing what information must be included in the log. A log must be maintained for documentation purposes. The following information must be documented on the log:

- Client's name,
- Client's date of birth,
- How client meets eligibility (as listed in IV. A. section of the HCCBG Mental Health Counseling Service Standards document)
- Type of Service client received (CC= Case Consultation, E= Evaluation)
- Date(s) of service
- Indication that date(s) of service on invoice match date(s) of service on log.

A sample log is attached for your review. The sample client log may be used as is or modified to meet the provider's needs. However, if the provider chooses to revise the sample log, it must include the above information for each client receiving Case Consultation or Evaluation components of the service.

These changes become effective July 1, 2011.

The revised HCCBG Mental Health Counseling Service Standards are located at the following web address:

<http://www.ncdhhs.gov/aging/monitor/mpolicy.htm>

The HCCBG Mental Health Counseling Monitoring Tool and Sample Log are located at the following web address:

<http://www.ncdhhs.gov/aging/monitor/pmtools.htm>

If you have further questions, please contact Heather Carter at 919-733-0440 or heather.carter@dhhs.nc.gov .

Attachment