From:	Reynolds, Mark A
Sent:	Tuesday, February 12, 2013 11:31 AM
To:	Reynolds, Mark A
Subject:	PICIS update 2/12/2013: PA Start Date Backdating Rules

Dear Providers,

Backdating Rules

For outpatient level of care CDC with PA requests where the provider tells us the PA group and start date, beginning 2/18/2013, agencies are allowed to backdate five (5) days. Individually-contracted LBHPs will continue to be allowed to backdate thirty (30) days. The CDC date is the date the event occurred and can be backdated to match the date the event occurred. The PA start date is when the treatment plan begins. There is no restriction on backdating on a CDC 21 or CDC 27.

Letter of Collaboration/Termination (LOC/LOT)

We have decided to push back the start date of when LOC/LOT will need to be reported to ODMHSAS. We have received a great deal of feedback from providers about the challenges which exist. We are examining possible ways to make the process quicker and simpler. We will notify the field when a new date is set.

Provider Not Eligible CDC/PA Error

ODMHSAS maintains a list of providers with all the available PA Groups they can request. This list was built by ODMHSAS and is limited by provider type. If you get this error, it means you are requesting a PA that ODMHSAS did not think you were eligible for. If this is incorrect, please contact the PICIS help desk at gethelp@odmhsas.org to request ODMHSAS add that PA Group to your list.

Provider and Access to PICIS Information Report

For those with administrative rights in PICIS, please go to the REPORTS section, click on 'Other', then click on 'Provider and Access to PICIS Information.' This report will show you a list of staff which has access to your PICIS data. If you have staff members who are no longer employed or not needing access to your provider's data, it is your responsibility to remove their access. If you do not have administrative rights, the report will appear with no data.

Sincerely,

Mark A. Reynolds, Ed.D.
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Oklahoma Department of Mental Health and Substance Abuse Services
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