



THE STATE
of **ALASKA**
GOVERNOR SEAN PARNELL

**Department of
Health and Social Services**

DIVISION OF BEHAVIORAL HEALTH
Director's Office

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January 18, 2013

RE: **Guidance Document:** Establishing the client status review 90 – 135 day cycle.

Dear Community Behavioral Health Services Provider:

This letter serves to provide guidance and direction related to establishing the 90 – 135 day review cycle for the client status review. This guidance is provided in response to issues raised by several providers through the weekly *Technical Assistance Teleconference on Regulations and Medicaid Billing*, hosted by the Division since October, 2011.

There are three purposes of the client status review and the Client Status Review form: (1) to provide recipient self-report information that assists with assessment; (2) to assist with treatment planning; and, (3) to measure change over time. This requires the client status review and CSR form to be completed at intake, periodically during the course of active treatment, and finally at discharge. The regulations state specifically that a client status review should be completed and used as relevant clinical information concurrent with an initial professional behavioral health assessment [7 AAC 135.100(b)(1)], and at discharge from treatment [7 AAC 135.100(b)(4)]. The regulations further stipulate in this section that the client status review and CSR form should be administered and reviewed every 90 – 135 days: (A) while the recipient is in treatment; and, (B) from the date the behavioral health treatment plan was last reviewed [7 AAC 135.100(c)(6)]. Also, the regulations cross reference the need to keep the treatment plan current based upon a periodic client status review [7 AAC 135.120(a)(6)].

For Providers to be in compliance with all regulatory requirements they should establish the 90 – 135 day client status review cycle upon the date of the initial CSR, which is completed concurrent with the behavioral health assessment. This will assure that the treatment plan will always remain current, and Providers will be able to bill for services delivered to recipients as identified in that plan.

However, please note that if there is a delay between the date of the initial CSR and the date the treatment plan is originally developed, the services identified in the plan cannot be delivered beyond the due date for the second client status review. Upon completion of the second client status review the treatment plan will then remain in effect for the full 90 – 135 day client status review cycle.

If you have any question regarding the information provided in this Guidance Document please contact Mark Haines-Simeon, Manager Policy & Planning at 269-3600 for assistance.

Thank-you for your continued service to Alaska and Alaskans in need.

Sincerely,

A handwritten signature in blue ink that reads "Melissa Witzler Stone".

Melissa Witzler Stone
Director