

<b>SUBJECT:</b> Medicaid Provider Manual: Mental Health and Substance Abuse		<b>CHAPTER</b> 01	<b>SECTION</b> 03	<b>SUBJECT</b> 02
<b>CHAPTER</b> Administration		<b>SECTION</b> General Operations		
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I. APPLICATION:

- PIHP Board     
  CMH Providers     
  SUD Providers  
 PIHP Staff     
  CMH Subcontractors

II. POLICY STATEMENT:

It shall be the policy of the Region 10 PIHP to require that all CMH/SUD and sub-network providers (organizational, professional and practitioner) comply with all requirements germane to their respective mental health and substance use disorder service delivery, as contained in the Medicaid Provider Manual.

III. DEFINITIONS:

A. Medicaid Provider Manual: The policy manual administered by the Medical Services Administration (MSA) within the Michigan Department of Health & Human Services (MDHHS).

IV. STANDARDS:

A. Each CMH/SUD and sub-network Provider (organizational, professional, and practitioner) shall comply with all requirements germane to their respective mental health and substance use disorder service delivery, as contained in Medicaid Provider Manual and shall incorporate and comply with all changes and updates as they occur.

B. The PIHP shall monitor changes and updates to the Medicaid Provider Manual and communicate changes to Providers within the Region. The Medicaid Provider Manual is now maintained by MDHHS in a digital format and addresses all health insurance programs administered by the Michigan Department of Health & Human Services (MDHHS). Therefore, the PIHP will communicate changes and updates to the Regional Providers in the following way:

1. No effect: The PIHP monitors the updates and changes to the Medicaid Provider Manual and determines there is no effect on the delivery of Mental Health and Substance Use Disorder (SUD) services. There will be no communication when this is the case.
2. Minor effect: The PIHP monitors updates and changes to the Medicaid Provider Manual and determines there is a minor effect on the delivery of Mental Health and Substance Use Disorder Services. The PIHP will communicate these updates via email, with the changes attached to the email and a brief summary on how this has an effect on the regional

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providers. The email will be sent to the CMH directors, associate directors, SUD Contract Managers, PIHP Team, and any other relevant staff identified.

3. Substantial effect: The PIHP monitors updates and changes to the Medicaid Provider Manual and determines there is a substantial effect on the delivery of Mental Health and Substance Use Disorder Services. The PIHP will communicate these changes more formally via issuance of a hard copy of the change as issued by MDHHS with a cover letter that provides an analysis of the policy and effects to the regional providers.

V. PROCEDURES:

**PIHP Assigned Staff**

1. Monitors the proposed and issued changes and updates to the Medicaid Provider Manual via the MDHHS website.
2. Communicates to the identified staff any minor and substantial changes affecting the delivery of mental health and substance use disorder services as stated in standard B above.
3. Any proposed change that provides an opportunity for comment will be brought to the Region 10 CEO meeting for discussion. At that time, it will be determined if a regional response is applicable.
4. PIHP staff will collect feedback from CMH CEO's if they desire and develop a comprehensive comment.

**CMH/SUD Provider**

1. The CMH shall have their own internal procedure for review, distribution to provider network and feedback.
2. Complies with the Medicaid Provider Manual and incorporates all changes and updates as they occur.
3. Ensures its sub-contractual providers are notified and in compliance with the Medicaid Provider Manual and all updates.

VI. REFERENCES:

Medicaid Provider Manual (not attached due to the size of the document)

The manual is available at: <http://www.michigan.gov/mdhhs/0,5885,7-339--87572--,00.html>