



DATE: January 17, 2014

TO: SUD Provider Network

FROM: Business Psychology Associates Provider Network Management

SUBJECT: New Audit tools

Business Psychology Associates (BPA) is pleased to announce new compliance audit tools (attached).

These documents do not include the audit that will be conducted on evidence based practice compliance. BPA's expectation of the network is that providers follow national best practice standards. Tools are under development to help you demonstrate that your practice does follow these standards. In the next few months you will receive another announcement about this tool and our plan to visit your practice.

Your BPA Regional Coordinator is providing education and training on the tools attached at the regional Meet and Greet meeting. You will be invited to one of these meetings. We encourage you to attend and find out more about the tools and address your questions. In addition to these meetings, the Regional Coordinators are educating providers on these tools in January and February. This should give you time to become acquainted with the tools before they are used for audits. The Regional Coordinators will begin using the Clinical Quality Chart Audit and Clinical Supervision Audit tools in March. The Facility Audit tools are needed immediately for facilities up for renewal, however they contain the same elements that have been reviewed in the past. Most of the tool has remained unchanged, except for format and placing of some of the criteria. Key changes or additions are highlighted below:

#### Clinical Quality Chart Audit Tool

- The prior clinical chart audit tool and clinical chart checklist are merged into this document and some items have been deleted that are required in WITS to complete the billing process such as dates and times of service.
- #5 is not new however providers will need to ensure that there is documentation of communication (including attempts) with Corrections for criminal justice clients
- #9 is not new though there have been changes in IDAPA. We will be auditing to current IDAPA to ensure all elements are included in documentation

- #10 – IDAPA now combines treatment and discharge plans into a service plan. We will be auditing to new IDAPA.
- #12 and #15 are reworded but not new
- # 15 - 19 use to be combined but are now broken out into different items
- #22 – 25 use to be combined but are now broken out into different items
- #26 we will not be auditing until future notice

#### Clinical Supervision Audit Tool

- #5 is new
- #9-11 are not new but are now being scored

If you have any questions about the audit tools, please contact your Regional Coordinator below:

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