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Avatar Bulletin

AOA PURQC

(Applies Only to Mental Health Treatment Programs)

August 19, 2016

Background

DHCS requires that counties have a system in place to perform utilization review. CBHS has decentralized the process where the Program Utilization Review and Quality Committee (PURQC) will review and approve Client Service Authorization requests.

Why is this happening now?

In response to AOA provider request to be able to track hours of service delivered in comparison to PURQC hours authorized, we are pleased to announce that this functionality is now available in Avatar.

Is using PURQC in Avatar required?

This functionality is provided as a convenience to providers and is in response to requests. BHS SOC is not requiring its use at this time. While use of the electronic form is optional, please be aware that programs must comply with all PURQC Requirements.

PURQC Data Entry Screen

You can record hours that have already been authorized by entering data from the PURQC Minutes into the Data Entry Screen.

PURQC

Submit

CLIENT SERVICE AUTHORIZATION (CSA) REQUEST - PURQC

This form is to be completed for Authorization Service Requested.

Data Entry Date: 08/01/2015 (Today, Yesterday)

PURQC Type: Adult CYF

Number of Impairments: 4

Hours Requested: 50

Hours Approved: 50

Start Date: 08/04/2015

End Date: 08/04/2016

PURQC Authorization Date: 08/01/2015

Notes

New Report Availability

- A/OA PURQC Committee Report by Program
- A/OA PURQC Due Reports (3 versions)
 - A/OA PURQC Due by Clinician
 - A/OA PURQC Due by Clinician, Supvr
 - A/OA PURQC Due by Program Report

A/OA PURQC Committee Report by Program

- Purpose
 - Provides information about which clients are due for PURQC during the specified time period
 - Serves as minutes for the PURQC meeting to record which clients reviewed, number of impairments, hours requested, hours approved
 - Information agreed upon by the PURQC committee can then be entered into Avatar to track hours authorized versus hours used.
 - The last page can be used to write in additional clients who were reviewed by the PURQC Committee.
- Parameters
 - Program
 - Start Date
 - End Date



San Francisco Department of Public Health
Community Behavioral Health Services

A/OA PURQC Committee Minutes by Program

Due Between 1/1/2016 and 6/30/2016

Confidential Patient Information

PURQC Members Present:

Date of Meeting: _____

1. _____	4. _____	7. _____
2. _____	5. _____	8. _____
3. _____	6. _____	9. _____

Clinician Name	Client Name	Epi #	Admission Date	Last Date of Service	Hour:Min Used	Part 1	Part 2	PURQC Due Date	# of Impair	Hours Rqst	Hours Apprv	Date of Return
		2	11/30/2015	7/21/2016				N/A				
		1	8/4/2014	8/18/2016				Exp. 8/4/2016				
		21	5/13/2016	8/2/2016				N/A				
		1	3/21/2016	8/17/2016				N/A				

Confidential Patient Information

Supplemental PURQCs

Clinician Name	Client Name	Epi #	Admission Date	Last Date of Service	Hour:Min Used	Part 1	Part 2	Anniversary Episode Opening Date	# of Impair	Hours Rqst	Hours Apprv	Date of Return

PURQC Chair (print)

Signature

AOA PURQC Due by Program Report

- Purpose
 - This report along with the corresponding clinician and supervisor level reports provide PURQC status for each client on clinicians' caseloads.
 - Information includes:
 - Date of last PURQC review
 - Date of last service
 - Hours approved
 - Hours used
- Parameters
 - Program



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A/OA PURQC Due by Program Report

Confidential Patient Information

Admitting/Primary Clinician:

Client Name	Epi#	Admission Date	PURQC Due Date	Last Date of Service	# of Imprmts	Hours Approved	Hour:Min Used	Hour:Min Remaining
[REDACTED]	2	11/30/2015	N/A	7/21/2016				
[REDACTED]	1	8/4/2014	EXP. 8/4/16	8/18/2016				
[REDACTED]	21	5/13/2016	N/A	8/2/2016				
[REDACTED]	1	3/21/2016	N/A	8/17/2016				

Frequency

It is recommended that you run this report on a monthly basis in order to see which clients are due to be reviewed in the PURQC Committee.

Need Help?

- Review the AOA PURQC User Guide
- Review the AOA PURQC Guidelines
- If you need assistance accessing the report, please contact the Avatar Help Desk at 415-255-3788 or via e-mail at avatarhelp@sfdph.org