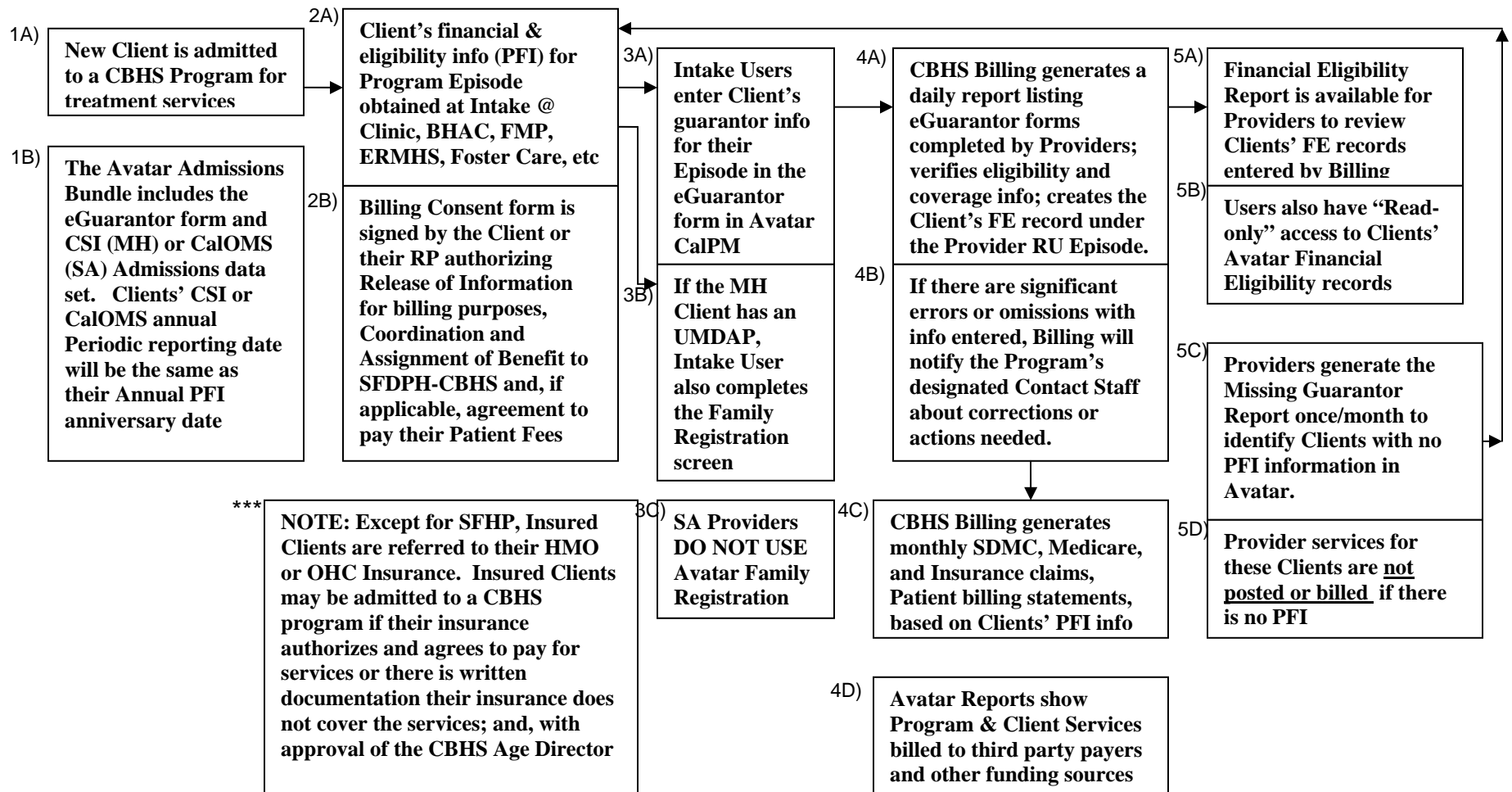


CBHS Mental Health & Substance Abuse Programs  
**Centralized Financial Eligibility – Provider & CBHS Billing Process Flow**



- Per CBHS policy, Clients' initial and annual PFI requirements are tied to their initial and annual periodic CSI or CalOMS reporting date.
- Providers may use the Episode Guarantor Information form to gather Client's PFI information for data entry into the e-Guarantor form in Avatar. The UMDAP Financial Assessment and Billing Consent forms are signed by the Client and are printed on 2-part NCR paper. The top, original copy of these forms is given to the Client and, the bottom copy is retained by the Clinic. The Clients' signature authorization and consent are then indicated on the e-Guarantor screen in Avatar (menu path: CalPM/ Episode Guarantor Information).