Mental Health Medi-Cal:
11 Required Client Plan/TPOC Elements

1. Initial Client Plan & Client Plan Updates
2. Specific Objectives
3. Proposed Interventions & Detailed Description
4. Frequency of Interventions
5. Duration of Interventions
6. Focus of Interventions
7. Consistency of Interventions with Objectives & Diagnosis
8. Staff Signatures (LPHA) & Co-Signatures (non-LPHA)
9. Client Participation In & Agreement With Client Plan
10. Evidence of Offering Copy of Client Plan to client
11. Dates & Staff Degree/Title on the Client Plan

“Client Plan” means a plan for the provision of specialty mental health services to an individual beneficiary who meets the medical necessity criteria in Sections 1830.205 or 1830.210.

CCR, Title 9, Division 1, Chapter 11, § 1810.205.2; NOTE: Authority: Section 14680, Welfare and Institutions Code.; Reference: Sections 5777 and 14684, Welfare and Institutions Code.
Requirements for the Client Plan... *Initial Plan and Updates*

#1: **Initial** Client Plan is **finalized by Day 60.** The Client Plan has the client plan been **updated at least annually and/or when there are significant changes in the beneficiary's condition.**

DHCS Annual Review Protocol for Consolidated SMHS and Other Funded Services (FY15-16); p101
Requirements for the Client Plan... *Specific Objectives*

#2. Specific, observable, and/or specific quantifiable goals/treatment objectives related to the beneficiary’s mental health needs and functional impairments as a result of the mental health diagnosis.
Requirements for the Client Plan...\textit{Proposed Interventions \& Detailed Description}

\#3: Client Plan includes the proposed \textbf{type(s)} of intervention/modality including \textbf{a detailed description of the intervention} to be provided.
Requirements for the Client Plan...

Frequency of Interventions

#4: Client Plan includes the proposed frequency of intervention(s).
Requirements for the Client Plan...

*Duration of Interventions*

#5: The Client Plan includes the proposed duration of intervention(s).
Requirements for the Client Plan... *Focus of Interventions*

**#6**: The Client Plan includes interventions that focus and address the identified functional impairments as a result of the mental disorder or emotional disturbance.

DHCS Annual Review Protocol for Consolidated SMHS and Other Funded Services (FY15-16); p102
Requirements for the Client Plan...

Consistency of Interventions with Objectives & Diagnosis

#7: Interventions are **consistent with** client plan **goal(s)/treatment objective(s)** and are **consistent with** the qualifying diagnoses.

DHCS Annual Review Protocol for Consolidated SMHS and Other Funded Services (FY15-16); p102
Requirements for the Client Plan...

Staff Signatures (for LPHA) and Co-Signatures (for non-LPHA)

#8: The Client Plan is **signed** by: (1) person **providing** the service(s) or (2) person **representing** a team or program providing the service(s) or, (3) a person **representing the MHP providing** the service(s) or (4) co-signed by a [LPHA] if the Client Plan is used to establish that services are provided under the
Requirements for the Client Plan...Client Participation In & Agreement With Client Plan)

#9: The client's participation in and agreement with the Client Plan is documented by one of the following: (1) reference to the client's participation in/agreement written within the body of the Client Plan, (2) the client's signature* on the client plan or (3) a description of the client's participation in/agreement documented in the medical record.

The client's signature* (or client's legal representative's signature) must appear on the Client Plan if both of the following are true:

(1) the client is expected to be in long-term treatment [defined by County Mental Health Plan] and

(2) the Client Plan includes more than 1 type of SMHS (e.g., client receiving both "Therapy" and "Targeted Case Management").

*If the client refuses or is unavailable to sign the Client Plan, then the Client Plan must include a written explanation of the refusal/unavailability of the signature.
Requirements for the Client Plan...Evidence of Offering a Copy

#10. There must be documentation that the contractor offered a copy of the client plan to the beneficiary.
Requirements for the Client Plan... *Dates and Staff Degree/Title*

**#11**: The client plan must include the (a) date of service; (b) staff signature, type of professional degree and licensure or job title; (c) date the documentation was entered into the medical record.