



BHS PROVIDER UPDATES

2018-4

Progress Note Template Update: CFT Meeting Note and ICC Note

Please find attached the following progress note template updates:

- **CFT Meeting Note template:** focuses on the elements associated with CFT meetings and is utilized for documenting all CFT Meetings, including Wraparound CFT meetings.
- **Intensive Care Coordinator (ICC) Note template:** utilized for all ICC services that occur outside of the Child and Family Team (CFT) Meeting.

Providers will complete the CFT Meeting Note and the ICC Note electronically in CCBH. All programs should use the new templates effective **July 1, 2018**. Please communicate with your COR if there are challenges with this timeline.

Please share this information with all program staff that are documenting and billing Service Code 82: Intensive Care Coordination.

The updated forms, explanation sheets and current PWB information can be found on the BHETA PWB website <https://theacademy.sdsu.edu/programs/BHETA/pathways/>.

If you have questions, please contact your BHS PWB Liaison or the BHS PWB Program Manager Amanda (Mandy) Kaufman at Amanda.Kaufman@sdcounty.ca.gov or (619) 563-2723.