



# **Community-Based Behavioral Services (CBS) Provider Handbook**

**Illinois Department of Healthcare and Family Services  
Effective October 1, 2018**


## Revision History

Date	Reason for Revisions
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## 201 Basic Provisions

This handbook has been prepared for the information and guidance of providers who provide Medicaid Rehabilitation Option – Mental Health (MRO-MH) and Targeted Case Management (TCM) services, as detailed in [89 Ill. Admin. Code 140.453](#), to participants in the Department’s Medical Programs. It also provides information on the Department’s requirements for provider participation and enrollment.

It is important that both the provider of service and the provider’s billing personnel read all materials prior to initiating services to ensure a thorough understanding of the Department’s Medical Programs policy and billing procedures. Revisions in and supplements to the handbook will be released from time to time as operating experience and state or federal regulations require policy and procedure changes in the Department’s Medical Programs. The updates will be posted to the Department’s website on the [Provider Notices page](#). Providers wishing to receive [e-mail notification](#) when new provider information has been posted by the Department may register on the website.


Services provided must be in full compliance with both the general provisions contained in the [Handbook for Providers of Medical Services](#), General Policy and Procedures, and the policy and procedures contained in this handbook. Exclusions and limitations are identified in specific topics contained herein. Providers submitting X12 837P electronic transactions must also refer to the [Handbook for Electronic Processing](#). The Handbook for Electronic Processing identifies information specific to conducting Electronic Data Interchange (EDI) with the Illinois Medical Assistance Program and other health care programs funded or administered by the Department.

Providers should always verify a participant’s eligibility before providing services, both to determine eligibility for the current date and to discover any limitations to the participant’s coverage. It is imperative that providers check HFS electronic eligibility systems regularly to determine eligibility. The Recipient Eligibility Verification (REV) System, the Automated Voice Response System (AVRS) at 1-800-842-1461 and the Medical Electronic Data Interchange (MEDI) systems are available.

Unless otherwise specified, the billing instructions contained within this handbook apply to participants enrolled in the Department’s traditional fee-for-service programs and do not necessarily apply to participants enrolled in a HealthChoice Illinois managed care health plan.

Inquiries regarding coverage of a particular service or billing issues may be directed to the Bureau of Professional and Ancillary Services at 1-877-782-5565. Questions regarding the policies or service requirements outlined within this Handbook may be directed to the Bureau of Behavioral Health at 217-557-1000 or [HFS.BHCompliance@illinois.gov](mailto:HFS.BHCompliance@illinois.gov).

*NOTE: Previous rate schedules and provider manuals for community behavioral health providers have been titled, “Service Matrix”, “Crosswalk”, and/or “Service Definition and Reimbursement Guide” – this guide replaces all other existing documents as the official Handbook for Providers of Community-Based Behavioral Services.*

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## 202 Provider Participation

Any provider seeking reimbursement for the MRO-MH or TCM services must be enrolled for participation in the Department's Medical Programs via the web-based system known as [Illinois Medicaid Program Advanced Cloud Technology \(IMPACT\)](#). Under the IMPACT system, category of service (COS) is replaced with Specialties and Subspecialties. When enrolling in IMPACT, a Provider Type Specialty must be selected. A Provider Type Subspecialty may or may not be required.

Consistent with [89 Ill. Admin. Code 140.452](#), MRO-MH and TCM services may be delivered by enrolled Community Mental Health Centers (CMHCs), Behavioral Health Clinics (BHCs), or Independent Practitioners (IPs). Entities seeking enrollment as a provider of MRO-MH and TCM services may not seek reimbursement from any public payer until the entity's IMPACT application, including any necessary certifications or Program Approvals, has been approved. Please see Sections 207 and 208 of this handbook for additional information on service delivery requirements, including providers who are qualified to receive reimbursement.

### 202.1 IP Enrollment

Independent Practitioners (IPs), as defined in [89 Ill. Admin. Code 140.452\(a\)\(3\)](#), may receive reimbursement for the delivery of a limited number of MRO-MH services (refer to Section 208.3, Group A services). IPs seeking to provide MRO-MH services must enroll under the appropriate Provider Type for their licensure, consistent with the policies and guidance outlined in the [Handbook for Practitioners Rendering Medical Services](#). Refer to [IMPACT Provider Types, Specialties and Subspecialties](#) for additional information.


### 202.2 CMHC Enrollment

Entities enrolled and certified, pursuant to [59 Ill. Admin. Code 132](#), as a CMHC may receive reimbursement for the MRO-MH and TCM services described in Section 208. In order to enroll with HFS, CMHC (legacy Provider Type 036) providers must complete and submit a Facility, Agency, Organization (FAO) enrollment application through the IMPACT system, selecting all necessary Specialty/Subspecialty combinations based upon the services the provider intends to provide.

All CMHCs must minimally select a Specialty of 'Outpatient' or 'Residential Services' on their enrollment application. CMHCs selecting with the Specialty of 'Outpatient' shall deliver MRO-MH and TCM services on a non-institutional basis to participants in the office, home, or other community settings and shall ensure their facility is open and willing to accept referrals for MRO-MH and TCM services for participants enrolled in one of the HFS full benefit Medical Assistance Programs. CMHCs should select the Specialty of 'Residential Services' to indicate that participants receive room and board as a component of their treatment at the provider's primary practice location, as indicated on the provider's IMPACT application.

**Table 1. IMPACT Enrollment Guide – CMHCs**

Enrollment Type	Provider Type	Specialty	Subspecialty	Services	Program Approval	Claim Type	
Facility, Agency, Organization (FAO)	Community Mental Health Center	Outpatient	None	<ul style="list-style-type: none"> <li>• IATP</li> <li>• Crisis Intervention</li> <li>• Therapy/Counseling</li> <li>• Community Support</li> <li>• Med. Admin.</li> <li>• Med. Monitoring</li> <li>• Med. Training</li> <li>• Case Management</li> <li>• Develop. Screening</li> <li>• Develop. Testing</li> <li>• MH Risk Assessment</li> <li>• Prenatal Care At-Risk Assess.</li> <li>• Telepsych: Orig. Site</li> </ul>	N/A	837P	
				<ul style="list-style-type: none"> <li>• IATP</li> <li>• Crisis Intervention</li> <li>• Therapy/Counseling</li> <li>• Community Support</li> <li>• Med. Admin.</li> <li>• Med. Monitoring</li> <li>• Med. Training</li> <li>• Case Management</li> <li>• Develop. Screening</li> <li>• Develop. Testing</li> <li>• MH Risk Assessment</li> <li>• Prenatal Care At-Risk Assess.</li> <li>• Telepsych: Orig. Site</li> </ul>	N/A		
		Day Treatment		Intensive Outpatient	• Intensive Outpatient		IOP
				Psychosocial Rehabilitation	• Psychosocial Rehabilitation		PSR
		Team Based Services		Assertive Community Treatment	• Assertive Community Treatment		ACT
				Community Support Team	• Community Support Team		CST
		Crisis Response		Mobile Crisis Response	• Mobile Crisis Response		MCR
				Crisis Stabilization	• Crisis Stabilization		STA

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### 202.2.1 CMHC Certification

Entities seeking initial certification as a CMHC pursuant to [59 Ill. Admin. Code 132](#) must submit a new enrollment request through the IMPACT system.

Under ‘Step 4: Add Licenses/Certifications/Other’ of the IMPACT application, providers must indicate which state agency they are seeking as their certifying body – DCFS or DHS-DMH. Providers who do not know from which state agency they should seek CMHC certification should default to selecting DHS-DMH. Providers not currently certified as a CMHC must enter a pseudo license number of ‘CMHC99999’ when enrolling.

The certifying state agency will complete all necessary administrative and on-site reviews, consistent with [59 Ill. Admin. Code 132](#), prior to notifying the provider and HFS of the certification review outcome. If the provider’s CMHC certification application is approved by DCFS or DHS-DMH, the pseudo license number will be replaced by the license number assigned by the certifying state agency. HFS will complete the provider’s IMPACT application review following notification from DHS-DMH or DCFS of the CMHC certification outcome.

For additional information on the requirements for becoming a certified CMHC, please contact one of the certifying state agencies:

Department of Human Services  
Attn: Division of Mental Health  
600 E. Ash, Building 500, 3<sup>rd</sup> Floor South  
Springfield, IL 62703

Department of Children and Family Services  
Office of Medicaid Behavioral Health and  
Care Coordination  
2125 S. First Street  
Champaign, IL 61820

### 202.3 BHC Enrollment

Entities enrolled as a BHC, pursuant to [89 Ill. Admin. Code 140.499](#) and [89 Ill. Admin. Code 140.TABLE O](#), may receive reimbursement for the MRO-MH and TCM services described in Sections 208.3 and 208.4. To enroll with HFS as a BHC (legacy Provider Type 027), providers must complete and submit a Facility, Agency, Organization (FAO) enrollment application through the IMPACT system, selecting all necessary Specialty/Subspecialty combinations based upon the services the provider intends to provide. All BHCs must minimally select the Specialty of ‘BHC Outpatient.’

When completing the IMPACT application to become a BHC, providers should enter a pseudo license number of ‘BHC99999’ under ‘Step 4: Add Licenses/Certifications/Other.’ If the provider’s BHC enrollment is approved by HFS, this number will be replaced by the license number assigned by the Department.



**Table 2. IMPACT Enrollment Guide – BHCs**

Enrollment Type	Provider Type	Specialty	Subspecialty	Services	Program Approval	Claim Type
Facility, Agency, Organization (FAO)	Behavioral Health Clinic	BHC Outpatient	None	<ul style="list-style-type: none"> <li>IATP</li> <li>Crisis Intervention</li> <li>Therapy/Counseling</li> <li>Community Support</li> <li>Med. Admin.</li> <li>Med. Monitoring</li> <li>Med. Training</li> <li>Case Management</li> <li>Develop. Screening</li> <li>Develop. Testing</li> <li>MH Risk Assessment</li> <li>Prenatal Care At-Risk Assess.</li> </ul>	N/A	837P
		BHC Day Treatment	Intensive Outpatient	<ul style="list-style-type: none"> <li>Intensive Outpatient</li> </ul>	IOP	
		BHC Team Based Services	Community Support Team	<ul style="list-style-type: none"> <li>Community Support Team</li> </ul>	CST	
		BHC Crisis Response	Mobile Crisis Response	<ul style="list-style-type: none"> <li>Mobile Crisis Response</li> </ul>	MCR	
Crisis Stabilization	<ul style="list-style-type: none"> <li>Crisis Stabilization</li> </ul>		STA			

### 202.3.1 BHC Approval Process

Following the submission of an application to enroll as a BHC in IMPACT, providers will be required to submit additional documentation to HFS to demonstrate their compliance with the requirements outlined in [89 Ill. Admin. Code 140.TABLE O](#). HFS will complete both a desk review and an on-site review before approving the provider as a BHC in IMPACT. Providers will be required to demonstrate their compliance with the BHC requirements on an annual basis.

### 202.4 Program Approval Process

CMHCs and BHCs seeking to provide MRO-MH services that require Program Approval, as detailed in [89 Ill. Admin. Code 140.Table N](#), must indicate this within IMPACT by adding the appropriate Specialty/Subspecialty combinations (see Table 1 and Table 2). The services of Mobile Crisis Response (MCR), and Crisis Stabilization shall also require a unique Program Approval, consistent with the processes outlined in this section and the service requirements found in [89 Ill. Admin. Code 140.453](#).

When selecting a Specialty/Subspecialty combination in IMPACT that requires Program Approval, providers will be required to enter a pseudo license number (see Table 3) under 'Step 4: Add Licenses/Certifications/Other.' If the provider's enrollment is approved, the pseudo license number will be replaced by a license number assigned by HFS.

Table 3 below provides a crosswalk of pseudo license numbers that must be utilized for each Specialty/Subspecialty combination requiring a Program Approval.

**Table 3. IMPACT Program Approval - Pseudo License Numbers**

Provider Type	Specialty	Subspecialty	Program Approval	IMPACT Step 4: Licensing Agency	IMPACT Step 4: Pseudo License Number
CMHC	Day Treatment	Intensive Outpatient	IOP	DHS	IOP99999
		Psychosocial Rehabilitation	PSR	DHS	PSR99999
	Team Based Services	Assertive Community Treatment	ACT	DHS	ACT99999
		Community Support Team	CST	DHS	CST99999
	Crisis Response	Mobile Crisis Response	MCR	HFS	MCR99999
		Crisis Stabilization	STA	HFS	STA99999
BHC	BHC Day Treatment	Intensive Outpatient	IOP	DHS	IOP99999
	BHC Team Based Services	Community Support Team	CST	DHS	CST99999
	BHC Crisis Response	Mobile Crisis Response	MCR	HFS	MCR99999
		Crisis Stabilization	STA	HFS	STA99999

IMPACT applications will be pended until all Program Approval reviews are completed.


Following the submission of an application in IMPACT that includes a request for one or more Program Approvals, providers will be required to submit additional documentation to HFS, or its designee, to demonstrate their compliance with the requirements of each respective service requiring Program Approval as outlined in [89 Ill. Admin. Code 140.Table N](#). Once all necessary documentation has been received, HFS or its designee will review the materials, and HFS will notify the provider of the outcome of the review within 90 days from when HFS received the necessary documentation.

Providers will be required to demonstrate their compliance with the Program Approval requirements on an annual basis, including submitting an attestation of compliance with [89 Ill. Admin. Code 140.453](#) and [89 Ill. Admin. Code 140.Table N](#).

All Program Approval on-site review activities, adjudication timelines and decisions are subject to due process as detailed in [89 Ill. Admin. Code 140.Table N](#).

#### **202.4.1 Program Approval Review Components**

A provider shall develop a specific Program Plan for each service for which the provider seeks Program Approval. The Program Plan will be required as part of the initial and annual review processes. The Program Plan must specifically address the following core elements of each service, as detailed in [89 Ill. Admin. Code 140.Table N](#): 1) programming; 2) staffing requirements; 3) targeted population profile; and 4) provider-based utilization management.

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Providers must also submit a copy of the provider’s policies and procedures, including but not limited to: disaster recovery protocols, emergency response protocols, and physical plant site management protocols.

For each service that requires specific staff training, staffing availability, or other specified elements that require individual staff documentation, the provider must submit initially and on an annual basis, the corresponding training records (i.e., training curriculum, trainer name, dates of delivery/receipt, and proof of attendance), staffing schedule (i.e., previous two quarters and upcoming quarter), and other documents, as requested by HFS.

### **202.4.1.1 Assertive Community Treatment Review**

HFS deems certified and enrolled CMHCs as qualified to provide Assertive Community Treatment (ACT) services upon IMPACT enrollment with the Specialty/Subspecialty combination of Team-Based Services/Assertive Community Treatment. CMHCs are not required to submit the program approval review documentation outlined in Section 202.4.1 of this handbook; however, CMHCs seeking to deliver ACT services shall be required to attest to complying with [89 Ill. Admin. Code 140.453](#) and [89 Ill. Admin. Code 140.Table N](#). All necessary documentation will be provided to the provider for completion once the provider has submitted an IMPACT application requesting the Subspecialty of Assertive Community Treatment.

HFS reserves the right to review ACT Programs pursuant to the process outlined in [89 Ill. Admin. Code 140.Table N\(b\)\(2\)](#).

### **202.4.2 On-Site Reviews**


The services of Psychosocial Rehabilitation (PSR) and Intensive Outpatient shall require initial on-site reviews prior to Program Approval and annual on-site reviews thereafter.

HFS may, at its sole discretion, elect to perform on-site program review activities, claims review activities, or participant record review activities for any of the services detailed in [89 Ill. Admin. Code 140.Table N](#), as well as ACT, MCR, and Crisis Stabilization services, regardless of the provider type (CMHC or BHC). Providers will be notified in writing at least ten (10) days in advance of a scheduled on-site review.

### **202.5 Prohibition on Co-Location**

Clinics enrolled in IMPACT that receive reimbursement on an encounter rate basis are prohibited from receiving reimbursement from HFS for the provision of MRO-MH and TCM services in any form other than their established behavioral health encounter rate.

Additionally, a provider may not be dually enrolled as a BHC and one of the clinic provider types outlined in [89 Ill. Admin. Code 140.460\(a\)](#) at the same site, nor may a provider enroll in IMPACT as both a BHC and as a CMHC at the same site ([89 Ill. Admin. Code 140.499\(c\)](#)).

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## **202.6 National Provider Identification (NPI) Number**

Provider enrollment in IMPACT is issued on a site-specific basis – CMHC and BHC applications submitted in IMPACT will only be approved for one primary service location. Providers are required to obtain a unique NPI number for each site they are seeking to enroll with HFS. Each approved provider site is issued a unique Provider ID number from HFS, meaning that providers are required to maintain a unique one-to-one match between NPIs and Provider IDs on file with HFS. Providers that fail to obtain and report a unique NPI for each service location may be subject to claims denial.

## **202.7 Transfer of Ownership**

Participation approval is not transferable. When there is a change in ownership, location, name, or a change in the Federal Employer's Identification Number, a new application for participation must be completed. Claims paid to the new owner using the prior owner's assigned Provider ID number may result in recoupment of payments and other sanctions.

## **202.8 Participation Approval**

When participation is approved, the provider will receive a computer-generated notification, the Provider Information Sheet, outlining the information associated with the provider's enrollment in HFS' files. The provider is to review this information for accuracy immediately upon receipt.


If all information is correct, the provider is to retain the Provider Information Sheet for subsequent use in completing claims (billing statements) to ensure that all identifying information required is an exact match to that in HFS's files; any inaccuracies found must be corrected and HFS notified immediately via IMPACT.

## **202.9 Participation Denial**

When participation is denied, the provider will receive written notification of the reason for denial. Within 10 calendar days after the date of a participation denial notice, the provider may request a hearing. The request must be in writing and must contain a brief statement of the basis upon which HFS's action is being challenged. If such a request is not received within 10 calendar days, or is received, but later withdrawn, HFS's decision shall be a final and binding administrative determination. HFS's rules concerning the basis for denial of participation are set out in [89 Ill. Admin. Code 140.14](#). HFS's rules concerning the administrative hearing process are set out in [89 Ill. Admin. Code 104 Subpart C](#).

## **202.10 Provider File Maintenance**

The information carried in HFS files for participating providers must be maintained on a current basis. The provider and HFS share responsibility for keeping the file updated.

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### **202.10.1 Provider Responsibility**

Information contained on the Provider Information Sheet is the same as in HFS's files. Each time the provider receives a Provider Information Sheet, it is to be reviewed carefully for accuracy. The Provider Information Sheet contains information to be used by the provider in the preparation of claims; any inaccuracies found must be corrected and HFS notified immediately via IMPACT.

Failure of a provider to properly update IMPACT with corrections or changes may cause an interruption in participation and payments.

### **202.10.2 HFS Responsibility**

When there is a change in a provider's enrollment status or the provider submits a change, HFS will generate an updated Provider Information Sheet reflecting the change and the effective date of the change. The updated sheet will be sent to the provider and to all payees listed if the payee address is different from the provider address.

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## 203 Record Requirements

HFS regards the maintenance of adequate clinical records as essential for the delivery of quality behavioral health treatment. Providers are required to maintain a clinical record for each participant. The clinical record must include the essential details of the participant's presenting behavioral health condition and of each service provided. In addition, providers should be aware that treatment records related to service delivery are key documents for post payment audits. Refer to the [Handbook for Providers of Medical Services](#), General Policy and Procedures for record requirements applicable to all providers.

In the absence of proper and complete clinical records, no payment will be made and payments previously made will be recouped. Lack of records or falsification of records may also be cause for a referral to the Office of the Inspector General (OIG) or other appropriate law enforcement agency for further action.

### 203.1 Monitoring Activities

All required records are to be available for inspection, audit and copying (including photocopying) by authorized HFS personnel or designees during normal business hours for the purposes of conducting quality assurance or post payment reviews, or to ensure compliance with the policies and procedures outlined in this Handbook.

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## **204 Provider Reimbursement**

### **204.1 Charges**

Providers are to submit charges to HFS only after services have been rendered. Charges are to reflect the provider's usual and customary charges to the general public for the services provided. To be eligible for reimbursement, all claims, including claims that are corrected and resubmitted, must be received within 180 days of the date of service, or within 24 months from the date of service when Medicare or its fiscal intermediary must first adjudicate the claim, unless one of the exceptions to the timely filing rule applies. Refer to the [Timely Filing Override Submittal Instructions](#) for a list of exceptions to the 180-day rule and billing instructions for each.

Charges for services provided to participants enrolled in HealthChoice Illinois must be billed to the health plan according to the provider's contractual agreement with the health plan. Please refer to the policies and procedures of each individual plan.

### **204.2 Payment and Reimbursement**

Payment made by HFS for allowable services will be made at the lower of the provider's usual and customary charge or the maximum rate as established by HFS. Refer to [Handbook for Providers of Medical Services](#), General Policy and Procedures, for payment procedures utilized by HFS.

HFS is responsible for establishing rates for all eligible services in the Illinois Medicaid Program. The HFS established rate is the maximum allowable rate for each eligible service. Reimbursement of a Medicaid service by a public payer in any amount up to the maximum allowable rate published by HFS shall be considered payment in full and cannot be supplemented in any way. HFS authorized rates for Medicaid-funded MRO-MH and TCM services shall be published on the [HFS website](#).

### **204.3 Payers of MRO-MH and TCM Services**

MRO-MH and TCM services provided to eligible participants may be reimbursed by local government entities, State Agencies, or HealthChoice Illinois managed care plans when rendered consistent with HFS rules and policies, including this handbook, as well as any policies and procedures of the funder.


#### **204.3.1 Funding from HFS**

BHCs seeking reimbursement from HFS for services rendered to participants served under the fee-for-service system are required to submit claims to HFS consistent with HFS rules and policies.

#### **204.3.2 Funding from DHS-DMH**

CMHCs seeking reimbursement from DHS-DMH are required to comply with all DHS-DMH rules and policies, including those policies issued by its Agent(s). Providers are required to



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submit claims for reimbursement for all DHS-DMH funded services to HFS consistent with HFS rules and policies. All services funded by DHS-DMH require that eligible recipients be enrolled/registered with the DHS/DMH. Information on this process can be found on the [DHS website](#).

### **204.3.3 Funding from DCFS**

Providers seeking reimbursement of MRO-MH and TCM services from DCFS must comply with all DCFS rules and policies. Provider seeking reimbursement for services provided to children and youth under the care of DCFS shall submit claims for reimbursement in a manner specified by DCFS.


### **204.3.4 Funding for the Screening, Assessment and Support Services (SASS) Program**

CMHCs and BHCs that provide MRO-MH and TCM services to participants with an active HFS Social Services Special Eligibility Segment on the date of service shall submit claims for reimbursement directly to HFS.

### **204.3.5 Funding from Managed Care Plans**

Providers delivering MRO-MH or TCM services to participants enrolled in the HealthChoice Illinois Program must comply with the rules and policies of the managed care plan, including any prior authorization requirements and utilization management protocols. Providers seeking reimbursement for services provided to participants enrolled in the HealthChoice Illinois Program shall submit claims for reimbursement directly to the managed care plan in a manner specified by the managed care plan.



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## 205 Covered Services

Services covered under the Illinois Medical Assistance Program include only those reasonably necessary medical and remedial services that are recognized as standard medical care required for immediate health and well-being because of illness, disability, infirmity or impairment. Covered services are limited to those services that may qualify for federal financial participation under a federal healthcare program, as well as those services recognized by HFS as a core service of one of the HFS Medical Assistance Programs.


A full listing of MRO-MH and TCM services for which payment can be made to participating providers is detailed in Section 208 of this handbook and the accompanying [fee schedule](#).

## 206 Non-Covered Services

Services for which medical necessity is not clearly established are not covered by the Department's Medical Programs. Refer to [89 Ill. Adm. Code 140.6](#) for a general list of non-covered services.

In addition, the following activities are not reimbursable to CMHCs, BHCs, and IPs, either because they are not directly therapeutic and/or because the cost associated with the activity was already taken into account in the rates paid for billable services:

- Services that do not meet service requirements specified by [89 Ill. Admin. Code 140.453](#).
- Performance of a billable service in less than one-half billable unit (e.g., services reimbursed in units of 15 minutes cannot be billed if the service is completed in less than 7.5 minutes).
- Preparation required to deliver a billable activity, (e.g., gathering participant files, planning activities, reserving space).
- Activities required to complete a billable service after the billable portion of the episode is concluded (e.g., completing case notes, returning file material, clinical documentation, billing documentation, etc.).
- Unavoidable down-time, including waiting for participants prior to a billable activity or due to failure of a recipient to attend billable sessions, regardless of place of service.
- Time spent interacting with or building a relationship with participants when this activity cannot be directly accounted for in a service listed.
- Personnel/management activities (e.g., hiring, staff evaluations, normal staff meetings, utilization review activities, and staff supervision).
- Staff training, orientation, and development.
- Clinical supervision.
- Any travel, with or without a participant in the car, unless performing a service specified in the participant's Integrated Assessment and Treatment Plan (e.g., individual therapy/counseling).

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## 207 Billing and Service Delivery Requirements

### 207.1 General Medical Necessity Requirements

Providers seeking reimbursement for the provision of MRO-MH and TCM services must adhere to all applicable state and federal laws and rules, including the policies within this handbook, regarding the requirement for medical necessity for every service provided to an eligible participant.

MRO-MH services are considered to be medically necessary when they are:

- 1) Recommended by a Licensed Practitioner of the Healing Arts (LPHA) or IP operating within their scope of practice through the completion of an Integrated Assessment and Treatment Plan (IATP) or consistent with the specific service guidelines outlined in Section 207.1.1 of this handbook.
- 2) Provided to an individual for the maximum reduction of mental disability and restoration to the best possible functional level. A mental disability, for the purposes of receiving MRO-MH or TCM services, shall mean either:
  - a) The identification of a diagnosis and a functional impairment; or
  - b) For children under age 21 who do not meet the criteria listed above, the identification of more than one documented criterion for a mental disorder listed in the Diagnostic and Statistical Manual of Mental Disorders (DSM-5), and a documented impact on the child's functioning in more than one life domain.
- 3) Provided consistent with any service limitations, utilization controls, and prior authorizations established by the Department.

#### 207.1.1 Integrated Assessment and Treatment Planning (IATP)

IATP services are deemed to be medically necessary when they are provided to a participant for the purposes of assessing or reviewing the need to initiate or continue MRO-MH and TCM services and to develop, review, or update the participant's treatment goals, objectives, and recommended treatment services.

Additionally, a participant's IATP may be established by a single service provider for all MRO-MH and TCM service providers. The primary IATP provider is responsible for obtaining the consents and releases of information necessary to share the participant's IATP with other service providers and collaterals that make up the participant's interdisciplinary treatment team. The primary IATP provider shall complete the initial IATP as well as complete a full re-assessment of the participant's IATP once every 180 days. In order for medical necessity to be established, each 180-day re-assessment shall incorporate updates and input from the participant's other service providers and collaterals participating as part of the participant's interdisciplinary treatment team.


### 207.1.2 Medical Necessity Requirements for Specific Services

A subset of MRO-MH and TCM services may be delivered prior to the completion of an IATP. Medical necessity for these services is established when the following are met:

- **Crisis Intervention.** Crisis Intervention services performed for the purposes of treating or ameliorating decompensation, loss of role functioning, or inability to deal with immediate stressors, resulting in a behavioral health crisis are deemed to be medically necessary as long as the Crisis Intervention services include either a referral back to the existing treatment provider for ongoing services, or a consumer-driven referral to a community-based provider of MRO-MH services for follow-up and assessment.
- **Mobile Crisis Response (MCR).** The delivery of MCR services following the receipt of a crisis referral from the Crisis and Referral Entry Service (CARES) Line, a local community resource (e.g., law enforcement, hospital, etc.), or other individual concerned for the mental health and wellbeing of a participant believed to be in a behavioral health crisis is deemed to be medically necessary so long as the MCR service includes either a referral back to the existing treatment provider for ongoing services, or a consumer-driven referral to a community-based provider of MRO-MH services for follow-up and assessment.
- **Crisis Stabilization.** Crisis Stabilization services are deemed medically necessary when delivered following an MCR screening event, resulting in the recommendation and authorization of Crisis Stabilization services by a LPHA following the completion of an HFS-approved Crisis Safety Plan.
- **Mental Health Case Management.** Mental Health Case Management services are deemed to be medically necessary as long as they are performed by staff as approved by HFS for the purposes of coordination, assessment and direct delivery of case management services to individuals with a behavioral health condition, and:
  - a) Delivered as an adjunct to, concurrently with, or prior to the delivery of other MRO-MH treatment services by the provider; or
  - b) Result in a consumer-driven referral to a community-based provider of MRO-MH services for follow up and assessment.

### 207.2 Utilization Management

Medicaid-funded mental health services are subject to utilization management consistent with applicable laws, rules and policies of the federal government and Illinois. Providers are subject to review of service delivery and must comply with all Medicaid Utilization Management procedures initiated by the funder. Failure to comply with the funder's Utilization Management procedures may result in claims denial.

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### 207.3 Claiming Requirements

When billing for services, the claim submitted for payment must include a diagnosis and the coding must reflect the actual services provided. Any payment received from a third-party payer or other persons applicable to the provision of services must be reflected as a credit on any claim submitted to HFS bearing charges for those services or items. (Exception: HFS co-payments are not to be reflected on the claim. Refer to the [Handbook for Providers of Medical Services](#), General Policy and Procedures, for more information on patient cost sharing).

#### 207.3.1 Billing NPI

The Billing NPI (formerly referred to as Payee NPI) must be reported in loop 2010AA, Billing Provider. The address associated with the NPI entered into this loop is the address where HFS will send Remittance Advice and Payments.

#### 207.3.2 Rendering Provider

The Rendering Provider must be entered in loop 2310B, Rendering Provider. This data should be a NPI that is connected to a specific provider site / HFS Provider ID number where services were rendered. The Rendering Provider is not required if the provider NPI is the same as the Billing Provider, Loop 2010AA.

#### 207.3.3 Reporting the Diagnosis Code for Participants under Age 21

Provider may deliver services to any Medicaid-eligible participant under the age of 21 who demonstrates a clinical need, as evidenced by more than one documented criterion for a mental disorder listed in the DSM-5 and a documented impact of the participant's functioning in more than one life domain.

In the event that services are provided to an individual who qualifies in this manner, the provider shall report the appropriate ICD-10 diagnosis code for which the individual demonstrates more than one criterion as the individual's diagnosis code. In addition, to identify the preventative nature of the service being performed, the provider must report the following data in the NTE01 and NTE02 segments of the 2300 loop.

NTE 01: Provider must report "DGN"

NTE 02: The Provider is allowed an 80 byte field. This field should be populated with the word, "Prevention" when the provider is serving a participant under the age of 21 who meets the "more than one criterion" standard for medical necessity.

#### 207.3.4 Reporting Place of Service

Providers must specify the location from which services were rendered on each claim by reporting the appropriate two-digit Place of Service (POS) Code, consistent with HFS billing guidance and national HIPAA guidelines. For dates of service on or after 8/1/2018, all claims for MRO-MH and TCM services must report the true location of services rendered using the appropriate POS Code from the table below:

**Table 4. Allowable Place of Service Codes**

On-Site	Off-Site
11 - Office 15 - Mobile Unit 20 - Urgent Care Facility 53 - Community Mental Health Center	03 - School 04 - Homeless Shelter 12 - Home 13 - Assisted Living Facility 14 - Group Home 21 - Inpatient Hospital (Hospital) 22 - On-Campus Outpatient Hospital 23 - Emergency Room – Hospital 26 - Military Treatment Facility 31 - Skilled Nursing Facility (SNF) 32 - Nursing Facility 33 - Specialized Mental Health Rehabilitation Facility 34 - Hospice 51 - Inpatient Psychiatric Facility (Free Standing Psych) 52 - Psychiatric Facility - Partial Hospitalization 54 - Intermediate Care Facility/ Individuals with Intellectual Disabilities (ICF/IID) 55 - Substance Use Disorder (SUD) Residential 56 - Psychiatric Residential Treatment Facility (PRTF) 57 - Substance Use Disorder (SUD) Treatment Site 71 - Public Health Clinic 99 - Other Place of Service

### 207.3.4.1 Guidance on Selecting the Appropriate POS

#### On-Site POS Selection

In general, CMHCs should utilize the POS code of 53 – Community Mental Health Center when providing services on-site at the provider’s primary practice location. However, if a CMHC is providing services at a site not physically part of the CMHC, but the site is the usual and customary location for the staff member delivering the service (e.g., crisis staff housed in a nearby hospital), the POS code of 11 – Office should be utilized.

Providers whose usual and customary location for staff delivering services is at a residential treatment facility with sixteen (16) or fewer beds should utilize the POS code of 11 – Office.


BHCs providing services on-site at the provider’s primary practice location should utilize POS 11 – Office. However, please note that the design and nature of BHCs, pursuant to [89 Ill. Admin. Code 140.Table O](#), should emphasize service delivery at off-site locations.

#### Off-Site POS Selection


Community based hospitals that provide psychiatric services should be coded as POS 21 – Inpatient Hospital, while Free Standing Psychiatric Hospitals (i.e., psychiatric services only) should be coded as POS 51 – Inpatient Psychiatric Facility.

POS 03 – School is inclusive of all primary, secondary, post-secondary, preschool, and day care centers but does not include in-home daycare sites.

POS 12 – Home includes the primary residency, usual living space, and in-home daycare sites. Home does not include institutional settings such as a residential treatment facility, group home, or hospital.

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The difference between POS 55 – SUD Residential and POS 57 – SUD Treatment Site is the presence of American Society of Addiction Medicine (ASAM) Level III treatment services. All SUD treatment sites that provide ASAM Level III or higher services should be coded as POS 55 – SUD Residential, unless the site would otherwise qualify as a Community based hospital (POS 21) or Free Standing Psychiatric Hospital (POS 51). SUD treatment sites that only provide ASAM Level I and II services should be coded as POS 57 – SUD Treatment Site.

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## 208 Service Guidance and Coding Structure

### 208.1 General Notes

Section 208 – Service Guidance and Coding Structure is a companion to [89 Ill. Admin. Code 140.453](#) for the purposes of providing guidance on the delivery of MRO-MH and TCM services. This section, in conjunction with the accompanying [fee schedule](#), provides the official coding structure for fee-for-service reimbursement to enrolled and participating CMHCs, BHCs, and IPs delivering MRO-MH and TCM services and seeking reimbursement under the Illinois Medical Assistance Program. Failure to comply with the service delivery requirements and coding structure requirements outlined in the following service pages may result in claims denial. No detail in this Section shall supplant Illinois law or administrative code in any way.

### 208.2 Notes on the Structure of the Services Section

The following subsections outline the service detail and information regarding service coding for all MRO-MH and TCM services reimbursable under the Illinois Medical Assistance Program. The services are grouped into sections based on the Provider Types that may render the services.

Some fields outlined within the service guidance have a two-digit item identified in parenthesis after the field. This indicates that a particular modifier may be required to be utilized along with the identified HCPCS when submitting a claim for reimbursement in order to report the necessary service detail to assure appropriate reimbursement and claims adjudication. Refer to the accompanying [fee schedule](#) for a full listing of acceptable HCPCS and modifier combinations. A few additional notes on the fields included in the services section are included below:

- The field “Service Type” indicates the broad authority under which the service is able to be reimbursed to MRO-MH and TCM providers.
- The field “Eligible Providers” indicates which provider types are eligible to receive reimbursement for the service.
- The field “Program Approval” indicates whether the provider must obtain a unique Program Approval, consistent with [89 Ill. Admin. Code 140.453](#), in order to receive reimbursement for the service. Please see Table 3 in Section 202.4 of this handbook for a Program Approval crosswalk.
- Staff rendering services must meet the minimum qualifications checked on the field “Staff Qualifications” for each service identified in this section. The items checked under the field “Staff Qualifications” reflect the modifiers combinations allowable to distinguish staffing level on the corresponding [fee schedule](#). Refer to the specific service definitions for additional detail regarding staff qualifications.



### 208.3 Group A Services

Group A services may be provided by CMHCs (Provider Type 036), BHCs (Provider Type 027), and IPs.

#### 208.3.1 Integrated Assessment and Treatment Planning (IATP)

**HCPC: H2000**

**Service Type:**  Medicaid  FSP/SFSP (SE)  DHS-only **Eligible Providers:**  CMHC  BHC  IP  
**Program Approval:**  MCR  STA  ACT  CST  IOP  PSR

**Integrated Assessment and Treatment Planning (IATP):** The service of IATP includes the time spent completing the clinical interview; review of documents; discussions with parents, guardians, or other collaterals, including allied professionals; and review of information to formulate a diagnosis and service interventions. The provision of all IATP services should be delivered to support the completion of the Department approved IATP instrument.

The IATP must be completed once every 180 days using the HFS approved instrument, and must be reviewed, approved, and signed by an LPHA. The HFS approved IATP instruments must be submitted pursuant to the guidelines provided by the Department and submission is required to receive service reimbursement.

The act of documentation, or “completion of the form,” is not reimbursable, unless the documentation is completed with the participant (direct interaction) as a component of the clinical intervention to enhance engagement. A copy of the completed IATP shall be provided to the participant, or the participant’s parent or guardian, upon completion or revision.

Additionally, IATP includes clinical assessment activities performed by, or under the supervision of, an LPHA using nationally standardized assessment instruments resulting in a written report or documented outcome that includes the identification of a clinical need or diagnosis necessary for the completion of the IATP.

**Medical Necessity:** Medical Necessity for this service is established by the need to assess the participant for the delivery or continuation of community-based clinical services under the MRO-MH or TCM Option.

**Lead Provider Responsibility:** The lead provider (as identified through the participant’s enrollment in a State-administered behavioral health program), Integrated Health Home (IHH), or single TCM provider shall be responsible for performing or coordinating any and all updates/reviews of a participant’s IATP. In the instance that a participant does not have an established lead provider but has sought services from multiple providers, each of the providers who are offering services to the participant may utilize the IATP associated with the participant provided that the IATP has a signature of an LPHA that is dated within 180 days of the provision of service and the new provider reviews and updates the IATP as necessary for the provision of services. If the participant has an associated IATP that has a dated LPHA signature that is over 180 days old, then the provider must complete a re-assessment.

**Directions on Staff Qualifications:** Use the modifier “TF” to indicate when additional clinical assessment activities are performed by, or under the supervision of, an LPHA using



nationally standardized assessment instruments for the purposes of identifying or verifying a diagnosis or clinical need.

**Directions on Service Detail Coding:** Initial IATPs and a full re-assessment of a participant's IATP shall only be reimbursed to a single service provider once every 180 days, and should not be billed using the modifier "SF." Use the modifier "SF" to indicate an update of a participant's IATP that occurs during the 180 day IATP timeframe. Updates of a participant's IATP using the "SF" modifier may be reimbursed at any time during the 180 day IATP timeframe to any service provider delivering MRO-MH and TCM services to a participant.

**Unit of Service:** 15 minutes

**Delivery Modes:**  Face-to-face  Phone  Video

**Delivery Type:**  Individual  Family/Couple (HR)  Group (HQ)  Client Not Present (HS)

**Staff Qualifications:**

RSA (HM)  MHP (HN)  QMHP (HO)  LPHA (TF)  Psychologist – Masters (AH)  Complex Level of Care (TG)  
 LPN (TE)  RN (TD)  APN (SA)  Physician (AF)  Psychologist – Licensed (HP)  Lower Level of Care (52)  
 SUD Worker (HH)  Multidisciplinary Team (HT)

**Other Service Detail:**

LOCUS (HE)  Adult Program (HB)  Funded by DMH (HW)  Forensic Services (H9)  Employment Supports (HJ)  
 Review (SF)  Child Program (HA)  Crisis Service (ET)  Transition Service (TS)  High Risk MH Program (HK)

**208.3.2 IATP: Psychological Assessment**

**HCPC: H2000**

**Service Type:**  Medicaid  FSP/SFSP (SE)  DHS-only **Eligible Providers:**  CMHC  BHC  IP  
**Program Approval:**  MCR  STA  ACT  CST  IOP  PSR

**IATP: Psychological Assessment:** The service of IATP: Psychological Assessment includes the time spent performing, reviewing, and interpreting diagnostic assessment activities, including testing for the purpose of needs identification, diagnosis development or confirmation, and service recommendations.

IATP: Psychological Assessment activities must be performed with the utilization of nationally standardized psychological assessment instruments.

The act of documentation or report writing is not reimbursable. The act of report review with the consumer is reimbursable as a component of the clinical intervention to enhance engagement or with allied professionals for the purposes of developing appropriate service planning. A copy of the completed IATP: Psychological Assessment shall be provided to the participant or the participant's parent or guardian, upon completion, summation, and review with the consumer and/or their parent, guardian, and/or caregivers.

**Staff Qualifications:** IATP: Psychological Assessment services may only be rendered by staff qualified to do so pursuant to the Clinical Psychologist Licensing Act [225 ILCS 15].

**Medical Necessity:** Medical necessity for this service is established by the referral from an LPHA upon completion of an Integrated Assessment and Treatment Plan for the purposes

of diagnosis development or confirmation and to assist in the development of treatment recommendations on cases that present with complex clinical factors.

**Unit of Service:** 15 minutes **Delivery Modes:**  Face-to-face  Phone  Video

**Delivery Type:**  Individual  Family/Couple (HR)  Group (HQ)  Client Not Present (HS)

**Staff Qualifications:**

RSA (HM)  MHP (HN)  QMHP (HO)  LPHA (TF)  Psychologist – Masters (AH)  Complex Level of Care (TG)  
 LPN (TE)  RN (TD)  APN (SA)  Physician (AF)  Psychologist – Licensed (HP)  Lower Level of Care (52)  
 SUD Worker (HH)  Multidisciplinary Team (HT)

**Other Service Detail:**

LOCUS (HE)  Adult Program (HB)  Funded by DMH (HW)  Forensic Services (H9)  Employment Supports (HJ)  
 Review (SF)  Child Program (HA)  Crisis Service (ET)  Transition Service (TS)  High Risk MH Program (HK)

**208.3.3 IATP: Level of Care Utilization System (LOCUS)**

**HCPC: H2000**

**Service Type:**  Medicaid  FSP/SFSP (SE)  DHS-only **Eligible Providers:**  CMHC  BHC  IP  
**Program Approval:**  MCR  STA  ACT  CST  IOP  PSR

**IATP: Level of Care Utilization System (LOCUS):** The service of IATP: LOCUS includes assessing a participant’s clinical needs and functional status, and the subsequent matching of those needs to treatment resources in the DHS adult (age 18 and over) service continuum.

The act of documentation, or “completion of the form,” is not reimbursable, unless the documentation is completed with the consumer (direct interaction), as a component of the clinical intervention to enhance engagement. A copy of the completed IATP: LOCUS shall be provided to the participant or the participant’s parent or guardian, upon completion.

**Medical Necessity:** Medical Necessity for this service is established by the need to assess the participant for determining eligibility for admission to DHS treatment programs.

**Unit of Service:** Event **Delivery Modes:**  Face-to-face  Phone  Video

**Delivery Type:**  Individual  Family/Couple (HR)  Group (HQ)  Client Not Present (HS)

**Staff Qualifications:**

RSA (HM)  MHP (HN)  QMHP (HO)  LPHA (TF)  Psychologist – Masters (AH)  Complex Level of Care (TG)  
 LPN (TE)  RN (TD)  APN (SA)  Physician (AF)  Psychologist – Licensed (HP)  Lower Level of Care (52)  
 SUD Worker (HH)  Multidisciplinary Team (HT)

**Other Service Detail:**

LOCUS (HE)  Adult Program (HB)  Funded by DMH (HW)  Forensic Services (H9)  Employment Supports (HJ)  
 Review (SF)  Child Program (HA)  Crisis Service (ET)  Transition Service (TS)  High Risk MH Program (HK)

### 208.3.4 Crisis Intervention

**HCP:** H2011

**Service Type:**  Medicaid  FSP/SFSP (SE)  DHS-only **Eligible Providers:**  CMHC  BHC  IP  
**Program Approval:**  MCR  STA  ACT  CST  IOP  PSR

**Crisis Intervention:** The service of Crisis Intervention includes the short-term delivery of interventions that may be provided prior to, or without, an established IATP, in direct response to a participant who, in the course of treatment or intervention, appears to need immediate intensive intervention to achieve crisis symptom reduction and stabilization. Crisis Intervention includes specific crisis intervention, de-escalation, and response techniques, as well as all MRO-MH services that an MHP-level staff member can provide, excluding services that require prescriber authorization or a Program Approval within IMPACT.

**Medical Necessity:** Medical Necessity for this service is established when, during the course of treatment or intervention, the MHP, QMHP, or LPHA identifies a participant's decompensation, loss of role functioning, or inability to deal with immediate stressors, resulting in a behavioral health crisis and the need for the immediate delivery of crisis intervention services. The Crisis Intervention services must also include either a referral back to the existing treatment provider for ongoing services, or a consumer-driven referral to a community-based provider of MRO-MH services for follow-up, assessment and ongoing service delivery. For children, a behavioral health crisis may also include events that threaten safety or functioning of the participant or disruption from the family or their living situation.

**Restrictions on Delivery Mode:** The delivery modes of phone and video may only be utilized for individuals already engaged and established as a client with the provider. The usage of phone or video should be documented as an acceptable delivery mode either on the individual's IATP or Crisis Safety Plan.

**Unit of Service:** 15 minutes **Delivery Modes:**  Face-to-face  Phone  Video

**Delivery Type:**  Individual  Family/Couple (HR)  Group (HQ)  Client Not Present (HS)

**Staff Qualifications:**

RSA (HM)  MHP (HN)  QMHP (HO)  LPHA (TF)  Psychologist – Masters (AH)  Complex Level of Care (TG)  
 LPN (TE)  RN (TD)  APN (SA)  Physician (AF)  Psychologist – Licensed (HP)  Lower Level of Care (52)  
 SUD Worker (HH)  Multidisciplinary Team (HT)

**Other Service Detail:**

LOCUS (HE)  Adult Program (HB)  Funded by DMH (HW)  Forensic Services (H9)  Employment Supports (HJ)  
 Review (SF)  Child Program (HA)  Crisis Service (ET)  Transition Service (TS)  High Risk MH Program (HK)

### 208.3.5 Therapy/Counseling

**HCP:** H0004

**Service Type:**  Medicaid  FSP/SFSP (SE)  DHS-only **Eligible Providers:**  CMHC  BHC  IP  
**Program Approval:**  MCR  STA  ACT  CST  IOP  PSR

**Therapy/Counseling:** The service of Therapy/Counseling includes all treatment modalities and clinical techniques, with an emphasis on evidence-informed practices, used by the therapist/counselor to promote positive and/or pro-social emotional, cognitive, behavioral, or psychological changes with the client.

**Medical Necessity:** An IATP completed within the last 180 days, reviewed and signed by an LPHA, identifying a clinical need for services and a treatment recommendation of Therapy/Counseling.

**Unit of Service:** 15 minutes **Delivery Modes:**  Face-to-face  Phone  Video

**Delivery Type:**  Individual  Family/Couple (HR)  Group (HQ)  Client Not Present (HS)

**Staff Qualifications:**

RSA (HM)  MHP (HN)  QMHP (HO)  LPHA (TF)  Psychologist – Masters (AH)  Complex Level of Care (TG)  
 LPN (TE)  RN (TD)  APN (SA)  Physician (AF)  Psychologist – Licensed (HP)  Lower Level of Care (52)  
 SUD Worker (HH)  Multidisciplinary Team (HT)

**Other Service Detail:**

LOCUS (HE)  Adult Program (HB)  Funded by DMH (HW)  Forensic Services (H9)  Employment Supports (HJ)  
 Review (SF)  Child Program (HA)  Crisis Service (ET)  Transition Service (TS)  High Risk MH Program (HK)

## 208.4 Group B Services

Group B services may be provided by CMHCs (Provider Type 036) or BHCs (Provider Type 027).

### 208.4.1 Community Support

**HCPC: H2015**

**Service Type:**  Medicaid  FSP/SFSP (SE)  DHS-only **Eligible Providers:**  CMHC  BHC  IP  
**Program Approval:**  MCR  STA  ACT  CST  IOP  PSR

**Community Support:** The service of Community Support includes the facilitation of illness self-management techniques, identification and use of natural supports, development of functional, interpersonal and community-based coping skills, and other clinically informed efforts to support the recovery of the client. Additionally, Community Support includes efforts to increase targeted strengths or reduce targeted needs, as identified in the client's IATP.

**Medical Necessity:** Medical Necessity for this service is established by an IATP completed within the last 180 days, reviewed and signed by an LPHA, identifying a clinical need for services and a treatment recommendation of Community Support interventions.

**Unit of Service:** 15 minutes **Delivery Modes:**  Face-to-face  Phone  Video

**Delivery Type:**  Individual  Family/Couple (HR)  Group (HQ)  Client Not Present (HS)

**Staff Qualifications:**

RSA (HM)  MHP (HN)  QMHP (HO)  LPHA (TF)  Psychologist – Masters (AH)  Complex Level of Care (TG)  
 LPN (TE)  RN (TD)  APN (SA)  Physician (AF)  Psychologist – Licensed (HP)  Lower Level of Care (52)  
 SUD Worker (HH)  Multidisciplinary Team (HT)

**Other Service Detail:**

**Directions regarding the billing of H2015 with modifiers HN and HK:** CMHCs seeking to utilize the modifier 'HK,' consistent with the accompanying fee schedule, when billing for Community Support services delivered in a residential setting to participants on an individual basis must seek and maintain the Specialty of 'Residential Services' on their IMPACT enrollment. Providers utilizing this guidance should report the POS code of 11 when submitting claims for reimbursement.

LOCUS (HE)  Adult Program (HB)  Funded by DMH (HW)  Forensic Services (H9)  Employment Supports (HJ)  
 Review (SF)  Child Program (HA)  Crisis Service (ET)  Transition Service (TS)  High Risk MH Program (HK)

**208.4.2 Medication Administration**
**HCPC: T1502**
**Service Type:**  Medicaid  FSP/SFSP (SE)  DHS-only **Eligible Providers:**  CMHC  BHC  IP  
**Program Approval:**  MCR  STA  ACT  CST  IOP  PSR

**Medication Administration:** The service of Medication Administration includes the time spent preparing the participant (including drawing blood, as necessary) and medication for administration, the actual administration of the medication and observation for possible adverse reactions.

**Medical Necessity:** Medical Necessity for this service is established by an IATP completed within the last 180 days, reviewed and signed by an LPHA, identifying a clinical need for services and a treatment recommendation of Medication Administration performed as an adjunct to a medication prescribed related to either the individual's behavioral health condition, or the individual's general health and wellbeing, but the medication or condition has a direct impact on the individual's behavioral health condition creating a complex medical condition.

**Unit of Service:** Event **Delivery Modes:**  Face-to-face  Phone  Video

**Delivery Type:**  Individual  Family/Couple (HR)  Group (HQ)  Client Not Present (HS)

**Staff Qualifications:**
 RSA (HM)  MHP (HN)  QMHP (HO)  LPHA (TF)  Psychologist – Masters (AH)  Complex Level of Care (TG)  
 LPN (TE)  RN (TD)  APN (SA)  Physician (AF)  Psychologist – Licensed (HP)  Lower Level of Care (52)  
 SUD Worker (HH)  Multidisciplinary Team (HT)

**Other Service Detail:**
 LOCUS (HE)  Adult Program (HB)  Funded by DMH (HW)  Forensic Services (H9)  Employment Supports (HJ)  
 Review (SF)  Child Program (HA)  Crisis Service (ET)  Transition Service (TS)  High Risk MH Program (HK)

**208.4.3 Medication Monitoring**
**HCPC: H2010**
**Service Type:**  Medicaid  FSP/SFSP (SE)  DHS-only **Eligible Providers:**  CMHC  BHC  IP  
**Program Approval:**  MCR  STA  ACT  CST  IOP  PSR

**Medication Monitoring:** The service of Medication Monitoring includes observation, evaluation and discussion of target symptoms, responses, and adverse effects of medications. Additionally, the service provides for the review and explanation of laboratory results to patients and provider activities to investigate and identify new target symptoms from medications, such as performing screens for tardive dyskinesia.

**Medical Necessity:** Medical Necessity for this service is established by an IATP completed within the last 180 days, reviewed and signed by an LPHA, identifying a clinical need for services and a treatment recommendation of Medication Monitoring performed as an adjunct to a medication prescribed related to either the individual's behavioral health condition, or the individual's general health and wellbeing, but the medication or condition has a direct impact on the individual's behavioral health condition creating an increasingly complex medical condition.

**Restrictions on Delivery Mode:** The delivery mode of phone may only be utilized when a phone consultation is necessary in order to consult with another professional in direct response to a recipient experiencing adverse symptoms. The provider's documentation should indicate the adverse symptoms the recipient experienced and the name of the professional with whom the provider consulted via phone.

**Staff Qualifications Direction:** Use "Lower Level of Care (52)" when performed by an RSA, MHP, QMHP or LPHA, as designated in writing to provide the service by staff that hold a valid license in the state of practice and are legally authorized under state law to prescribe medication pursuant to the Illinois Nurse Practice Act or the Medical Practice Act of 1987.

**Unit of Service:** 15 minutes

**Delivery Modes:**  Face-to-face  Phone  Video

**Delivery Type:**  Individual  Family/Couple (HR)  Group (HQ)  Client Not Present (HS)

**Staff Qualifications:**

RSA (HM)  MHP (HN)  QMHP (HO)  LPHA (TF)  Psychologist – Masters (AH)  Complex Level of Care (TG)  
 LPN (TE)  RN (TD)  APN (SA)  Physician (AF)  Psychologist – Licensed (HP)  Lower Level of Care (52)  
 SUD Worker (HH)  Multidisciplinary Team (HT)

**Other Service Detail:**

LOCUS (HE)  Adult Program (HB)  Funded by DMH (HW)  Forensic Services (H9)  Employment Supports (HJ)  
 Review (SF)  Child Program (HA)  Crisis Service (ET)  Transition Service (TS)  High Risk MH Program (HK)

**208.4.4 Medication Training**

**HCPC: H0034**

**Service Type:**  Medicaid  FSP/SFSP (SE)  DHS-only **Eligible Providers:**  CMHC  BHC  IP  
**Program Approval:**  MCR  STA  ACT  CST  IOP  PSR

**Medication Training:** The service of Medication Training includes a provider training clients on self-administration and safeguarding (adverse reactions, storage, etc.) of medication and communication with other professionals, family or caregivers on medication usage, potential issues, and means to actively seek assistance in the event of an issue or emergency.

**Medical Necessity:** Medical Necessity for this service is established by an IATP completed within the last 180 days, reviewed and signed by an LPHA, identifying a clinical need for services and a treatment recommendation of Medication Monitoring performed as an adjunct to a medication prescribed related to either the individual's behavioral health condition, or the individual's general health and wellbeing, but the medication or condition has a direct impact on the individual's behavioral health condition creating a complex medical condition.

**Staff Qualifications Direction:** Use "Lower Level of Care (52)" when performed by an RSA, MHP, QMHP or LPHA, as designated in writing to provide the service by staff that hold a valid license in the state of practice and are legally authorized under state law to prescribe medication pursuant to the Illinois Nurse Practice Act or the Medical Practice Act of 1987.



**Unit of Service:** 15 minutes

**Delivery Modes:**  Face-to-face  Phone  Video

**Delivery Type:**  Individual  Family/Couple (HR)  Group (HQ)  Client Not Present (HS)

**Staff Qualifications:**
 RSA (HM)  MHP (HN)  QMHP (HO)  LPHA (TF)  Psychologist – Masters (AH)  Complex Level of Care (TG)  
 LPN (TE)  RN (TD)  APN (SA)  Physician (AF)  Psychologist – Licensed (HP)  Lower Level of Care (52)  
 SUD Worker (HH)  Multidisciplinary Team (HT)

**Other Service Detail:**
 LOCUS (HE)  Adult Program (HB)  Funded by DMH (HW)  Forensic Services (H9)  Employment Supports (HJ)  
 Review (SF)  Child Program (HA)  Crisis Service (ET)  Transition Service (TS)  High Risk MH Program (HK)

**208.4.5 Client-Centered Consultation Case Management**
**HCPIC: T1016**
**Service Type:**  Medicaid  FSP/SFSP (SE)  DHS-only **Eligible Providers:**  CMHC  BHC  IP  
**Program Approval:**  MCR  STA  ACT  CST  IOP  PSR

**Client-Centered Consultation Case Management (CM):** The service of Client-Centered Consultation CM includes client-specific professional communications among provider staff or between provider staff and staff of other providers who are involved with service provision to the individual. Professional communications include offering or obtaining a professional opinion regarding the individual's current functioning level or improving the individual's functioning level, discussing the individual's progress in treatment, adjusting the individual's current treatment, or addressing the individual's need for additional or alternative mental health services.

**Medical Necessity:** Medical Necessity for this service is established by an IATP completed within the last 180 days, reviewed and signed by an LPHA, identifying a clinical need for services and a treatment recommendation of Client Centered Consultation CM along with concurrent delivery of one or more of the following services: Community Support, Intensive Outpatient (IO), Medication Administration, Medication Monitoring, Medication Training, Psychosocial Rehabilitation, or Therapy/Counseling.

**Prohibition Against Duplication of Service:** Participants enrolled in an HFS full benefit healthcare program and receiving Integrated Health Home services (Tier A, B, or C), regardless of diagnosis or treatment recommendation, do not qualify for Case Management Services under the Illinois Medical Assistance Program or the Targeted Case Management Services Option of the federal Medicaid Program. Additionally, a participant may only receive Case Management services from a single service provider.

**Limitations on TCM Services:** HFS shall not fund more than 240 total hours of TCM services (inclusive of Client Centered Consultation CM, Mental Health CM, and Transition Linkage and Aftercare CM) per State fiscal year per participant.

**Unit of Service:** 15 minutes

**Delivery Modes:**  Face-to-face  Phone  Video

**Delivery Type:**  Individual  Family/Couple (HR)  Group (HQ)  Client Not Present (HS)

**Staff Qualifications:**
 RSA (HM)  MHP (HN)  QMHP (HO)  LPHA (TF)  Psychologist – Masters (AH)  Complex Level of Care (TG)  
 LPN (TE)  RN (TD)  APN (SA)  Physician (AF)  Psychologist – Licensed (HP)  Lower Level of Care (52)  
 SUD Worker (HH)  Multidisciplinary Team (HT)

**Other Service Detail:**
 LOCUS (HE)  Adult Program (HB)  Funded by DMH (HW)  Forensic Services (H9)  Employment Supports (HJ)  
 Review (SF)  Child Program (HA)  Crisis Service (ET)  Transition Service (TS)  High Risk MH Program (HK)

**208.4.6 Mental Health Case Management**
**HCPC: T1016**
**Service Type:**  Medicaid  FSP/SFSP (SE)  DHS-only **Eligible Providers:**  CMHC  BHC  IP  
**Program Approval:**  MCR  STA  ACT  CST  IOP  PSR

**Mental Health Case Management (CM):** The service of Mental Health CM includes the following: assessment, planning, coordination and advocacy services for individuals who need multiple services and require assistance in gaining access to and in using behavioral health, physical health, social, vocational, educational, housing, public income entitlements and other community services to assist the individual in the community. Mental Health CM may also include identifying and investigating available resources, explaining options to the individual, and linking the individual with necessary resources.

**Medical Necessity:** Medical Necessity for this service is established when the individual has a clinical presentation consistent with a behavioral health condition to be addressed by the provider via service delivery or intervention. Mental Health CM services may be provided prior to IATP.

**Prohibition Against Duplication of Service:** Beneficiaries enrolled in an HFS full benefit healthcare program and receiving Integrated Health Home services (Tier A, B, or C), regardless of diagnosis or treatment recommendation, do not qualify for Case Management Services under the Illinois Medical Assistance Program or the Targeted Case Management Services Option of the federal Medicaid Program. Additionally, a participant may only receive Case Management services from a single service provider.

**Limitations on TCM Services:** HFS shall not fund more than 240 total hours of TCM services (inclusive of Client Centered Consultation CM, Mental Health CM, and Transition Linkage and Aftercare CM) per State fiscal year per recipient.



**Unit of Service:** 15 minutes

**Delivery Modes:**  Face-to-face  Phone  Video

**Delivery Type:**  Individual  Family/Couple (HR)  Group (HQ)  Client Not Present (HS)

**Staff Qualifications:**

RSA (HM)  MHP (HN)  QMHP (HO)  LPHA (TF)  Psychologist – Masters (AH)  Complex Level of Care (TG)  
 LPN (TE)  RN (TD)  APN (SA)  Physician (AF)  Psychologist – Licensed (HP)  Lower Level of Care (52)  
 SUD Worker (HH)  Multidisciplinary Team (HT)

**Other Service Detail:**

LOCUS (HE)  Adult Program (HB)  Funded by DMH (HW)  Forensic Services (H9)  Employment Supports (HJ)  
 Review (SF)  Child Program (HA)  Crisis Service (ET)  Transition Service (TS)  High Risk MH Program (HK)

**208.4.7 Transition, Linkage and Aftercare Case Management**

**HCPIC: T1016**

**Service Type:**  Medicaid  FSP/SFSP (SE)  DHS-only **Eligible Providers:**  CMHC  BHC  IP  
**Program Approval:**  MCR  STA  ACT  CST  IOP  PSR

**Transition Linkage and Aftercare Case Management (CM):** The service of Transition Linkage and Aftercare CM is inclusive of efforts to assist in the effective transition in living arrangements, consistent with the individual's welfare and development. This includes discharge from institutional settings, transition to adult services (transition age), and assisting the individual or the individual's family or caretaker with the transition.

**Medical Necessity:** Medical Necessity for this service is established by an IATP completed within the last 180 days, reviewed and signed by an LPHA, identifying a clinical need for services and a treatment recommendation of Transition, Linkage and Aftercare CM.

**Prior Authorization Requirements:** Pursuant to 89 Ill. Admin. Code 140.40 and 140.453(e)(1)(C)(iii), Transition Linkage and Aftercare CM may be subject to Prior Authorization as established by HFS, or under the authority and approval of HFS.

**Prohibition Against Duplication of Service:** Beneficiaries enrolled in an HFS full benefit healthcare program and receiving Integrated Health Home services (Tier A, B, or C), regardless of diagnosis or treatment recommendation, do not qualify for Case Management Services under the Illinois Medical Assistance Program or the Targeted Case Management Services Option of the federal Medicaid Program. Additionally, a participant may only receive Case Management services from a single service provider.

**Limitations on Transition Linkage and Aftercare CM Services:** HFS shall not fund more than 40 hours of Transition Linkage and Aftercare CM services per State fiscal year per recipient.

**Limitations on TCM Services:** HFS shall not fund more than 240 total hours of TCM services (inclusive of Client Centered Consultation CM, Mental Health CM, and Transition Linkage and Aftercare CM) per State fiscal year per recipient.

**Unit of Service:** 15 minutes **Delivery Modes:**  Face-to-face  Phone  Video

**Delivery Type:**  Individual  Family/Couple (HR)  Group (HQ)  Client Not Present (HS)

**Staff Qualifications:**
 RSA (HM)  MHP (HN)  QMHP (HO)  LPHA (TF)  Psychologist – Masters (AH)  Complex Level of Care (TG)  
 LPN (TE)  RN (TD)  APN (SA)  Physician (AF)  Psychologist – Licensed (HP)  Lower Level of Care (52)  
 SUD Worker (HH)  Multidisciplinary Team (HT)

**Other Service Detail:**
 LOCUS (HE)  Adult Program (HB)  Funded by DMH (HW)  Forensic Services (H9)  Employment Supports (HJ)  
 Review (SF)  Child Program (HA)  Crisis Service (ET)  Transition Service (TS)  High Risk MH Program (HK)

**208.4.8 Crisis Intervention – Team**
**HCPIC: H2011**
**Service Type:**  Medicaid  FSP/SFSP (SE)  DHS-only **Eligible Providers:**  CMHC  BHC  IP  
**Program Approval:**  MCR  STA  ACT  CST  IOP  PSR

**Crisis Intervention:** The service of Crisis Intervention is the short-term delivery of interventions that may be provided prior to, or without, a completed IATP, in direct response to a participant who, in the course of treatment or intervention, appears to need immediate intensive intervention to achieve crisis symptom reduction and stabilization. Crisis Interventions include specific crisis intervention, de-escalation, and response techniques, as well as all MRO-MH services that an MHP-level staff member can provide, excluding services that require prescriber authorization or a Subspecialty Authorization within IMPACT.

**Medical Necessity:** Medical Necessity for this service is established when, during the course of treatment or intervention, the MHP, QMHP, or LPHA identifies a participant's decompensation, loss of role functioning, or inability to deal with immediate stressors, resulting in a behavioral health crisis and the need for the immediate delivery of crisis intervention services. For children, a behavioral health crisis may also include events that threaten safety or functioning of the client or extrusion from the family or their living situation.

**Multidisciplinary Team:** The need for multiple staff or the utilization of a multidisciplinary team in the crisis intervention must be documented by the provider through the usage of the modifier 'HT.' The multidisciplinary team component of this service may only be provided at off-site locations.

**Unit of Service:** 15 minutes **Delivery Modes:**  Face-to-face  Phone  Video

**Delivery Type:**  Individual  Family/Couple (HR)  Group (HQ)  Client Not Present (HS)

**Staff Qualifications:**
 RSA (HM)  MHP (HN)  QMHP (HO)  LPHA (TF)  Psychologist – Masters (AH)  Complex Level of Care (TG)  
 LPN (TE)  RN (TD)  APN (SA)  Physician (AF)  Psychologist – Licensed (HP)  Lower Level of Care (52)  
 SUD Worker (HH)  Multidisciplinary Team (HT)

**Other Service Detail:**
 LOCUS (HE)  Adult Program (HB)  Funded by DMH (HW)  Forensic Services (H9)  Employment Supports (HJ)  
 Review (SF)  Child Program (HA)  Crisis Service (ET)  Transition Service (TS)  High Risk MH Program (HK)

### 208.4.9 Crisis Stabilization

**HCPC: T1019**

**Service Type:**  Medicaid  FSP/SFSP (SE)  DHS-only **Eligible Providers:**  CMHC  BHC  IP  
**Program Approval:**  MCR  STA  ACT  CST  IOP  PSR

**Crisis Stabilization:** The service of Crisis Stabilization includes observing the participant in their natural environment during periods of high stress, providing coaching to the participant in the usage of their crisis safety plan; modeling positive coping skills and response patterns to the participant's parent/caregiver; redirecting a participant's behaviors when they begin to escalate; educating the participant on responding and reducing environmental stressors and stimuli when the client is feeling overwhelmed, providing crisis de-escalation, and providing a crisis response in the event the consumer experiences a behavioral health crisis. Crisis Stabilization Services target periods of high stress and transition with the goal of reducing crisis episodes and institutionalizations.

**Medical Necessity:** Following an MCR event, Crisis Stabilization services are authorized by a LPHA following the completion of an HFS authorized Crisis Safety Plan. The Crisis Safety Plan must include the following: 1) a behavioral health diagnosis, demonstrated clinical need, or functional impairment; 2) the agency responsible for delivering Crisis Stabilization service as well as the amount, frequency, and duration of services; and 3) LPHA signature and date authorizing services.

**Staffing Note:** MHP level practitioners delivering Crisis Stabilization services must have immediate, direct access to a QMHP

**Unit of Service:** 1 hour **Delivery Modes:**  Face-to-face  Phone  Video

**Delivery Type:**  Individual  Family/Couple (HR)  Group (HQ)  Client Not Present (HS)

**Staff Qualifications:**

RSA (HM)  MHP (HN)  QMHP (HO)  LPHA (TF)  Psychologist – Masters (AH)  Complex Level of Care (TG)  
 LPN (TE)  RN (TD)  APN (SA)  Physician (AF)  Psychologist – Licensed (HP)  Lower Level of Care (52)  
 SUD Worker (HH)  Multidisciplinary Team (HT)

**Other Service Detail:**

LOCUS (HE)  Adult Program (HB)  Funded by DMH (HW)  Forensic Services (H9)  Employment Supports (HJ)  
 Review (SF)  Child Program (HA)  Crisis Service (ET)  Transition Service (TS)  High Risk MH Program (HK)

### 208.4.10 Mobile Crisis Response

**HCPC: S9484**

**Service Type:**  Medicaid  FSP/SFSP (SE)  DHS-only **Eligible Providers:**  CMHC  BHC  IP  
**Program Approval:**  MCR  STA  ACT  CST  IOP  PSR

**Mobile Crisis Response (MCR):** The service of MCR requires a mobile (i.e., responding to the location of the crisis), face-to-face crisis response, crisis intervention services, the initiation of an individualized Crisis Safety Plan, and the completion of the Illinois Medicaid – Crisis Assessment Tool (IM-CAT) and all of its elements.

**Medical Necessity:** Medical Necessity for this service is established by direct referral from the Crisis and Referral Entry Service (CARES) Line or acceptance of a crisis referral from a local community resource (law enforcement, hospital, etc.), stakeholder or other entity or individual concerned for the mental health and wellbeing of someone believed to be in a

behavioral health crisis, so long as the MCR service includes either a referral back to their existing treatment provider for ongoing services, or a consumer-driven referral to a community-based provider of MRO-MH services for follow up, assessment and ongoing service delivery.

**Staffing Note:** MHP level practitioners delivering Mobile Crisis Response services must have immediate direct access to a QMHP.

**Multidisciplinary Team:** The need for multiple staff or the utilization of a multidisciplinary team in the Mobile Crisis Response event must be documented by the provider through the usage of the modifier 'HT.' The multidisciplinary team component of this service may only be provided at off-site locations.

**Unit of Service:** Event, not to exceed 1 hour

**Delivery Modes:**  Face-to-face  Phone  Video

**Delivery Type:**  Individual  Family/Couple (HR)  Group (HQ)  Client Not Present (HS)

**Staff Qualifications:**

RSA (HM)  MHP (HN)  QMHP (HO)  LPHA (TF)  Psychologist – Masters (AH)  Complex Level of Care (TG)  
 LPN (TE)  RN (TD)  APN (SA)  Physician (AF)  Psychologist – Licensed (HP)  Lower Level of Care (52)  
 SUD Worker (HH)  Multidisciplinary Team (HT)

**Other Service Detail:**

LOCUS (HE)  Adult Program (HB)  Funded by DMH (HW)  Forensic Services (H9)  Employment Supports (HJ)  
 Review (SF)  Child Program (HA)  Crisis Service (ET)  Transition Service (TS)  High Risk MH Program (HK)

**208.4.11 Community Support Team**

**HCPIC: H2016**

**Service Type:**  Medicaid  FSP/SFSP (SE)  DHS-only **Eligible Providers:**  CMHC  BHC  IP  
**Program Approval:**  MCR  STA  ACT  CST  IOP  PSR

**Community Support Team (CST):** The service of CST is provided under the direction of a full-time QMHP, is available to the participant 24 hours a day, every day of year, and is intended to decrease institutional and behavioral health crisis episodes while increasing community functioning to achieve rehabilitative, resiliency and recovery goals. CST includes all MRO-MH services that an MHP-level staff can provide, except for Mobile Crisis Response, Crisis Stabilization, Mental Health CM, other services that require prescriber authorization, and other services that require a Program Approval within IMPACT.

**Medical Necessity:** Medical Necessity for this service is established by an IATP completed within the last 180 days, reviewed and signed by an LPHA, identifying a clinical need for services and a treatment recommendation of Community Support Team and continued compliance with CST Program Approval as detailed in 89 Ill. Admin. Code 140. Table N.

**Prior Authorization Requirements:** Pursuant to 89 Ill. Admin. Code 140.40 and 140.453(d)(4)(B)(iii), CST may be subject to Prior Authorization as established by HFS, or under the authority and approval of HFS.

**Unit of Service:** 15 minutes **Delivery Modes:**  Face-to-face  Phone  Video

**Delivery Type:**  Individual  Family/Couple (HR)  Group (HQ)  Client Not Present (HS)

**Staff Qualifications:**
**Directions regarding the coding for CST Services:** The provider must record the appropriate staffing level for each service provided, using the available staff qualifications indicated below. Claims submitted without a true staffing indicator (HM, HN, HO, TF, AH, TE, TD, SA, AF, HP, or HH) will be rejected. In the event that the Multidisciplinary Team (HT) option is utilized to indicate multiple staff involved in a CST intervention, the highest level staff participating in the intervention should be recorded in addition to the HT modifier.

 RSA (HM)  MHP (HN)  QMHP (HO)  LPHA (TF)  Psychologist – Masters (AH)  Complex Level of Care (TG)  
 LPN (TE)  RN (TD)  APN (SA)  Physician (AF)  Psychologist – Licensed (HP)  Lower Level of Care (52)  
 SUD Worker (HH)  Multidisciplinary Team (HT)

**Other Service Detail:**
 LOCUS (HE)  Adult Program (HB)  Funded by DMH (HW)  Forensic Services (H9)  Employment Supports (HJ)  
 Review (SF)  Child Program (HA)  Crisis Service (ET)  Transition Service (TS)  High Risk MH Program (HK)

**208.4.12 Intensive Outpatient**
**HCPIC: S9480**
**Service Type:**  Medicaid  FSP/SFSP (SE)  DHS-only **Eligible Providers:**  CMHC  BHC  IP  
**Program Approval:**  MCR  STA  ACT  CST  IOP  PSR

**Intensive Outpatient (IO):** The service of IO is delivered by a QMHP and includes scheduled, group therapeutic sessions, made available for a minimum of at least four hours per day, five days per week. Services are designed to target the specific needs of participating individuals and should focus on evidence-informed practices and interventions, when possible.

**Medical Necessity:** Medical Necessity for this service is established when an participant is at risk of, or has a history of, institutionalization services, has had an IATP completed within the last 180 days that was reviewed and signed by an LPHA identifying a clinical need for services with a treatment recommendation of Intensive Outpatient.

**Prior Authorization Requirements:** Pursuant to Title 89 Ill. Adm. Code, Sections 140.40 and 140.453(d)(2), IO may be subject to Prior Authorization as established by HFS or under the authority and approval of HFS.

**Unit of Service:** 1 hour **Delivery Modes:**  Face-to-face  Phone  Video

**Delivery Type:**  Individual  Family/Couple (HR)  Group (HQ)  Client Not Present (HS)

**Staff Qualifications:**
 RSA (HM)  MHP (HN)  QMHP (HO)  LPHA (TF)  Psychologist – Masters (AH)  Complex Level of Care (TG)  
 LPN (TE)  RN (TD)  APN (SA)  Physician (AF)  Psychologist – Licensed (HP)  Lower Level of Care (52)  
 SUD Worker (HH)  Multidisciplinary Team (HT)

**Other Service Detail:**
**Directions regarding services for adults:** IO services delivered to individuals age 21 and older shall be billed as an “Adult Program (HB).”

**Directions regarding services for children:** IO Services delivers to individuals under the age of 21 shall be billed as a “Child Program (HA).”

 LOCUS (HE)  Adult Program (HB)  Funded by DMH (HW)  Forensic Services (H9)  Employment Supports (HJ)  
 Review (SF)  Child Program (HA)  Crisis Service (ET)  Transition Service (TS)  High Risk MH Program (HK)

### 208.4.13 Developmental Screening

**HCPIC: 96110**

**Service Type:**  Medicaid  FSP/SFSP (SE)  DHS-only **Eligible Providers:**  CMHC  BHC  IP  
**Program Approval:**  MCR  STA  ACT  CST  IOP  PSR

**Developmental Screening:** Developmental screening (e.g., developmental milestone survey, speech and language delay screen), with scoring and documentation, per standardized instrument

**Medical Necessity:** Service is deemed to be Medically Necessary upon clinical judgement of the LPHA.

**Unit of Service:** Event **Delivery Modes:**  Face-to-face  Phone  Video

**Delivery Type:**  Individual  Family/Couple (HR)  Group (HQ)  Client Not Present (HS)

**Staff Qualifications:**

RSA (HM)  MHP (HN)  QMHP (HO)  LPHA (TF)  Psychologist – Masters (AH)  Complex Level of Care (TG)  
 LPN (TE)  RN (TD)  APN (SA)  Physician (AF)  Psychologist – Licensed (HP)  Lower Level of Care (52)  
 SUD Worker (HH)  Multidisciplinary Team (HT)

**Other Service Detail:**

LOCUS (HE)  Adult Program (HB)  Funded by DMH (HW)  Forensic Services (H9)  Employment Supports (HJ)  
 Review (SF)  Child Program (HA)  Crisis Service (ET)  Transition Service (TS)  High Risk MH Program (HK)

### 208.4.14 Developmental Testing

**HCPIC: 96111**

**Service Type:**  Medicaid  FSP/SFSP (SE)  DHS-only **Eligible Providers:**  CMHC  BHC  IP  
**Program Approval:**  MCR  STA  ACT  CST  IOP  PSR

**Developmental Testing:** Developmental testing includes assessment of motor, language, social, adaptive and/or cognitive functioning by standardized developmental instruments with interpretation and report.

**Medical Necessity:** Service is deemed to be Medically Necessary upon clinical judgement of the LPHA.

**Unit of Service:** Event **Delivery Modes:**  Face-to-face  Phone  Video

**Delivery Type:**  Individual  Family/Couple (HR)  Group (HQ)  Client Not Present (HS)

**Staff Qualifications:**

RSA (HM)  MHP (HN)  QMHP (HO)  LPHA (TF)  Psychologist – Masters (AH)  Complex Level of Care (TG)  
 LPN (TE)  RN (TD)  APN (SA)  Physician (AF)  Psychologist – Licensed (HP)  Lower Level of Care (52)  
 SUD Worker (HH)  Multidisciplinary Team (HT)

**Other Service Detail:**

LOCUS (HE)  Adult Program (HB)  Funded by DMH (HW)  Forensic Services (H9)  Employment Supports (HJ)  
 Review (SF)  Child Program (HA)  Crisis Service (ET)  Transition Service (TS)  High Risk MH Program (HK)



### 208.4.15 Mental Health Risk Assessment

**HCPIC: 96127**

**Service Type:**  Medicaid  FSP/SFSP (SE)  DHS-only **Eligible Providers:**  CMHC  BHC  IP  
**Program Approval:**  MCR  STA  ACT  CST  IOP  PSR

**Mental Health Risk Assessment:** Brief emotional/ behavioral assessment (e.g., depression inventory, attention-deficit/ hyperactivity disorder [ADHD] scale), with scoring and documentation, per standardized instrument.

**Medical Necessity:** Service is deemed to be Medically Necessary upon clinical judgement of the LPHA.

**Unit of Service:** Event **Delivery Modes:**  Face-to-face  Phone  Video

**Delivery Type:**  Individual  Family/Couple (HR)  Group (HQ)  Client Not Present (HS)

**Staff Qualifications:**

RSA (HM)  MHP (HN)  QMHP (HO)  LPHA (TF)  Psychologist – Masters (AH)  Complex Level of Care (TG)  
 LPN (TE)  RN (TD)  APN (SA)  Physician (AF)  Psychologist – Licensed (HP)  Lower Level of Care (52)  
 SUD Worker (HH)  Multidisciplinary Team (HT)

**Other Service Detail:**

LOCUS (HE)  Adult Program (HB)  Funded by DMH (HW)  Forensic Services (H9)  Employment Supports (HJ)  
 Review (SF)  Child Program (HA)  Crisis Service (ET)  Transition Service (TS)  High Risk MH Program (HK)

### 208.4.16 Prenatal Care At-Risk Assessment

**HCPIC: H1000**

**Service Type:**  Medicaid  FSP/SFSP (SE)  DHS-only **Eligible Providers:**  CMHC  BHC  IP  
**Program Approval:**  MCR  STA  ACT  CST  IOP  PSR

**Prenatal Care At-Risk Assessment:** Administration and interpretation of health risk assessment instrument to be used for a prenatal depression screening if the woman is pregnant.

**Medical Necessity:** Service is deemed to be Medically Necessary upon clinical judgement of the LPHA.

**Unit of Service:** Event **Delivery Modes:**  Face-to-face  Phone  Video

**Delivery Type:**  Individual  Family/Couple (HR)  Group (HQ)  Client Not Present (HS)

**Staff Qualifications:**

RSA (HM)  MHP (HN)  QMHP (HO)  LPHA (TF)  Psychologist – Masters (AH)  Complex Level of Care (TG)  
 LPN (TE)  RN (TD)  APN (SA)  Physician (AF)  Psychologist – Licensed (HP)  Lower Level of Care (52)  
 SUD Worker (HH)  Multidisciplinary Team (HT)

**Other Service Detail:**

LOCUS (HE)  Adult Program (HB)  Funded by DMH (HW)  Forensic Services (H9)  Employment Supports (HJ)  
 Review (SF)  Child Program (HA)  Crisis Service (ET)  Transition Service (TS)  High Risk MH Program (HK)

**208.4.17 FSP: Application Assistance**
**HCPC: G9012**

**Service Type:**  Medicaid  FSP/SFSP (SE)  DHS-only **Eligible Providers:**  CMHC  BHC  IP  
**Program Approval:**  MCR  STA  ACT  CST  IOP  PSR

**Application Assistance:** The service of Application Assistance includes the completion of the Family Support Program Application as well as the compiling and submission of all the necessary documentation, in conjunction with the family and/or youth, to determine the youth's clinical eligibility for the Family Support Program (FSP).

**Service Approval:** The service is only approved for youth who are not enrolled in one of the full benefit healthcare programs administered by HFS and who require assistance in the completion of an FSP application for the purposes of determining FSP eligibility.

**Usage of Pseudo RIN:** HFS has established a unique nine digit pseudo-RIN to be used for billing this service. This service should only be billed for non-Medicaid clients, consistent with HFS policy. The pseudo-RIN for FSP Application Assistance is detailed in the table below:

RIN	First Name	Last Name	DOB	Program Usage/Description
212771711	ICG	Application	4/21/2000	ICG Application Assistance

**Registration Number:** Providers must enter a youth-specific identifying registration number into the Patient Control Number field (Loop 2300) on the claim for this service. The registration number consists of the youth's name – first initial of the first name and up to 11 characters of the last name and date of birth. The entry should not exceed 20 characters in total and must be alpha and numeric characters, consistent with the following example:

FSP Applicant Youth Name: John Smith  
 FSP Applicant Youth Date of Birth: 9/8/2005  
 FSP Application Assistance Registration No.: 09082005JSMITH

**Service Limitation:** 8 units per unique application

**Unit of Service:** 15 minutes **Delivery Modes:**  Face-to-face  Phone  Video

**Delivery Type:**  Individual  Family/Couple (HR)  Group (HQ)  Client Not Present (HS)

**Staff Qualifications:**

RSA (HM)  MHP (HN)  QMHP (HO)  LPHA (TF)  Psychologist – Masters (AH)  Complex Level of Care (TG)  
 LPN (TE)  RN (TD)  APN (SA)  Physician (AF)  Psychologist – Licensed (HP)  Lower Level of Care (52)  
 SUD Worker (HH)  Multidisciplinary Team (HT)

**Other Service Detail:**

LOCUS (HE)  Adult Program (HB)  Funded by DMH (HW)  Forensic Services (H9)  Employment Supports (HJ)  
 Review (SF)  Child Program (HA)  Crisis Service (ET)  Transition Service (TS)  High Risk MH Program (HK)



### 208.4.18 FSP: Case Participation

**HCPC: T1016**

**Service Type:**  Medicaid  FSP/SFSP (SE)  DHS-only **Eligible Providers:**  CMHC  BHC  IP  
**Program Approval:**  MCR  STA  ACT  CST  IOP  PSR

**Case Participation:** The service of Case Participation includes the FSP Coordinator's participation in individual client-specific case meetings to discuss case or clinical issues, with or without the client present, and should only be utilized when the Medicaid eligible Targeted Case Management service codes are not appropriate for the service.

**Service Approval:** The service is only approved for youth who are FSP eligible, not enrolled in one of the full benefit healthcare programs administered by HFS, and requires case coordination services.

**Unit of Service:** 15 minutes **Delivery Modes:**  Face-to-face  Phone  Video

**Delivery Type:**  Individual  Family/Couple (HR)  Group (HQ)  Client Not Present (HS)

**Staff Qualifications:**

RSA (HM)  MHP (HN)  QMHP (HO)  LPHA (TF)  Psychologist – Masters (AH)  Complex Level of Care (TG)  
 LPN (TE)  RN (TD)  APN (SA)  Physician (AF)  Psychologist – Licensed (HP)  Lower Level of Care (52)  
 SUD Worker (HH)  Multidisciplinary Team (HT)

**Other Service Detail:**

LOCUS (HE)  Adult Program (HB)  Funded by DMH (HW)  Forensic Services (H9)  Employment Supports (HJ)  
 Review (SF)  Child Program (HA)  Crisis Service (ET)  Transition Service (TS)  High Risk MH Program (HK)

### 208.4.19 FSP: Family Support Services

**HCPC: T1999**

**Service Type:**  Medicaid  FSP/SFSP (SE)  DHS-only **Eligible Providers:**  CMHC  BHC  IP  
**Program Approval:**  MCR  STA  ACT  CST  IOP  PSR

**Family Support Services:** Family Support Services includes funding for the Department's provider of FSP services for activities that are intended to promote stabilization in the community and support the goals of the treatment plan.

**Prior Authorization:** Yes. See FSP Program guidance regarding Family Support Services.

**Annual Family Support Services Reimbursement Limit:** \$1500 per eligible FSP youth per State Fiscal Year

**Unit of Service:** Event **Delivery Modes:**  Face-to-face  Phone  Video

**Delivery Type:**  Individual  Family/Couple (HR)  Group (HQ)  Client Not Present (HS)

**Staff Qualifications:**

RSA (HM)  MHP (HN)  QMHP (HO)  LPHA (TF)  Psychologist – Masters (AH)  Complex Level of Care (TG)  
 LPN (TE)  RN (TD)  APN (SA)  Physician (AF)  Psychologist – Licensed (HP)  Lower Level of Care (52)  
 SUD Worker (HH)  Multidisciplinary Team (HT)

**Other Service Detail:**

LOCUS (HE)  Adult Program (HB)  Funded by DMH (HW)  Forensic Services (H9)  Employment Supports (HJ)  
 Review (SF)  Child Program (HA)  Crisis Service (ET)  Transition Service (TS)  High Risk MH Program (HK)

### 208.4.20 FSP: Therapeutic Support Services

**HCPIC: H0046**

**Service Type:**  Medicaid  FSP/SFSP (SE)  DHS-only **Eligible Providers:**  CMHC  BHC  IP  
**Program Approval:**  MCR  STA  ACT  CST  IOP  PSR

**Therapeutic Support Services:** Therapeutic Support Services includes funding to the Department's provider of FSP services for time-limited, therapeutic intervention targeted to support and stabilize a child/youth in their home or home-like setting. This service is designed to support the child/youth and family in implementing therapeutic interventions, skills development, and behavioral techniques that are focused on symptom reduction.

**Prior Authorization:** Yes. See FSP Program guidance regarding Family Support Services.

**Annual Family Support Services Reimbursement Limit:** \$3000 per eligible FSP youth per State Fiscal Year.

**Unit of Service:** Event **Delivery Modes:**  Face-to-face  Phone  Video

**Delivery Type:**  Individual  Family/Couple (HR)  Group (HQ)  Client Not Present (HS)

**Staff Qualifications:**

RSA (HM)  MHP (HN)  QMHP (HO)  LPHA (TF)  Psychologist – Masters (AH)  Complex Level of Care (TG)  
 LPN (TE)  RN (TD)  APN (SA)  Physician (AF)  Psychologist – Licensed (HP)  Lower Level of Care (52)  
 SUD Worker (HH)  Multidisciplinary Team (HT)

**Other Service Detail:**

LOCUS (HE)  Adult Program (HB)  Funded by DMH (HW)  Forensic Services (H9)  Employment Supports (HJ)  
 Review (SF)  Child Program (HA)  Crisis Service (ET)  Transition Service (TS)  High Risk MH Program (HK)

### 208.3 Group C Services

Group C services may be provided by CMHCs (Provider Type 036).

#### 208.3.1 Telepsychiatry: Originating Site

**HCPIC: Q3014**

**Service Type:**  Medicaid  FSP/SFSP (SE)  DHS-only **Eligible Providers:**  CMHC  BHC  IP  
**Program Approval:**  MCR  STA  ACT  CST  IOP  PSR

**Telepsychiatry: Originating Site:** The use of a telecommunication system to provide medical services between places of lesser and greater medical capability and/or expertise, for the purpose of evaluation and treatment. Medical data exchanged can take the form of multiple formats: text, graphics, still images, audio and video. The information or data exchanged can occur in real time (synchronous) through interactive video or multimedia collaborative environments or in near real time (asynchronous) through “store and forward” applications.

The Originating Site is the site where the patient is located.

**Medical Necessity:** Used in conjunction with a standard CPT code and a GT modifier billed by the distant site provider, medical necessity for service predicated upon the CPT/GT determination.

**Unit of Service:** Event **Delivery Modes:**  Face-to-face  Phone  Video

**Delivery Type:**  Individual  Family/Couple (HR)  Group (HQ)  Client Not Present (HS)

**Staff Qualifications:**
 RSA (HM)  MHP (HN)  QMHP (HO)  LPHA (TF)  Psychologist – Masters (AH)  Complex Level of Care (TG)  
 LPN (TE)  RN (TD)  APN (SA)  Physician (AF)  Psychologist – Licensed (HP)  Lower Level of Care (52)  
 SUD Worker (HH)  Multidisciplinary Team (HT)

**Other Service Detail:**
 LOCUS (HE)  Adult Program (HB)  Funded by DMH (HW)  Forensic Services (H9)  Employment Supports (HJ)  
 Review (SF)  Child Program (HA)  Crisis Service (ET)  Transition Service (TS)  High Risk MH Program (HK)

**208.3.2 Assertive Community Treatment**
**HCPIC: H0039**
**Service Type:**  Medicaid  FSP/SFSP (SE)  DHS-only **Eligible Providers:**  CMHC  BHC  IP  
**Program Approval:**  MCR  STA  ACT  CST  IOP  PSR

**Assertive Community Treatment (ACT):** ACT is the integration of crisis intervention, treatment services and rehabilitative supports focused on skill building and stabilization to promote and maintain community living. ACT services are available to the consumer 24 hours a day, every day of year, are provided by a multidisciplinary team under the direction of an LPHA, and include the following: 1) all MRO-MH services that an MHP-level staff member can provide, 2) all MRO crisis services, 3) all MRO-MH medication services, and 4) all Case Management services. Services that require a Subspecialty Authorization within IMPACT, unless authorized above, are excluded.

**Medical Necessity:** For individuals age 18 and older, an IATP completed within the last 180 days, reviewed and signed by an LPHA, identifying a clinical need for services and a treatment recommendation of Assertive Community Treatment.

**Prior Authorization Requirements:** Pursuant to Title 89 Ill. Adm. Code, Sections 140.40 and 140.453(d)(4)(A)(iii), ACT may be subject to Prior Authorization as established by HFS, or under the authority and approval of HFS.

**Unit of Service:** 15 minutes **Delivery Modes:**  Face-to-face  Phone  Video

**Delivery Type:**  Individual  Family/Couple (HR)  Group (HQ)  Client Not Present (HS)

**Staff Qualifications:**

**Directions regarding the coding for ACT Services:** The provider must record the appropriate staffing level for each service provided, including appropriate coding for Delivery Type “Individual” or “Group (HQ),” using the available staff qualifications identified below. Claims submitted without a true staffing indicator (HM, HN, HO, TF, AH, TE, TD, SA, AF, HP, or HH) will be rejected. In the event that Multidisciplinary Team (HT) is utilized to record multiple staff involved in an ACT intervention, the highest level staff participating in the intervention should be recorded in addition to the HT modifier.

 RSA (HM)  MHP (HN)  QMHP (HO)  LPHA (TF)  Psychologist – Masters (AH)  Complex Level of Care (TG)  
 LPN (TE)  RN (TD)  APN (SA)  Physician (AF)  Psychologist – Licensed (HP)  Lower Level of Care (52)  
 SUD Worker (HH)  Multidisciplinary Team (HT)

**Other Service Detail:**
 LOCUS (HE)  Adult Program (HB)  Funded by DMH (HW)  Forensic Services (H9)  Employment Supports (HJ)  
 Review (SF)  Child Program (HA)  Crisis Service (ET)  Transition Service (TS)  High Risk MH Program (HK)

**208.3.3 Psychosocial Rehabilitation**
**HCP: H2017**
**Service Type:**  Medicaid  FSP/SFSP (SE)  DHS-only **Eligible Providers:**  CMHC  BHC  IP  
**Program Approval:**  MCR  STA  ACT  CST  IOP  PSR

**Psychosocial Rehabilitation (PSR):** The service of PSR is provided under the direction of a full-time QMHP who engages in direct provision of services, and includes cognitive-behavioral interventions, development of problem solving skills, interventions to reduce or ameliorate symptoms of a co-occurring disorder and other interventions provided through individual and group sessions delivered on-site via organized programming and active treatment. The focus of treatment interventions includes capacity building to facilitate stability, adaptation, problem solving, coping skills, and independent living when age appropriate.

**Medical Necessity:** Medical Necessity for this service is established by an IATP completed within the last 180 days, reviewed and signed by an LPHA, identifying a clinical need for services and a treatment recommendation of Psychosocial Rehabilitation services.

**Prior Authorization Requirements:** Pursuant to Title 89 Ill. Adm. Code, Sections 140.40 and 140.453(d)(3)(F)(ii), PSR may be subject to Prior Authorization as established by HFS, or under the authority and approval of HFS.

**Unit of Service:** 15 minutes **Delivery Modes:**  Face-to-face  Phone  Video

**Delivery Type:**  Individual  Family/Couple (HR)  Group (HQ)  Client Not Present (HS)

**Staff Qualifications:**
 RSA (HM)  MHP (HN)  QMHP (HO)  LPHA (TF)  Psychologist – Masters (AH)  Complex Level of Care (TG)  
 LPN (TE)  RN (TD)  APN (SA)  Physician (AF)  Psychologist – Licensed (HP)  Lower Level of Care (52)  
 SUD Worker (HH)  Multidisciplinary Team (HT)

**Other Service Detail:**
 LOCUS (HE)  Adult Program (HB)  Funded by DMH (HW)  Forensic Services (H9)  Employment Supports (HJ)  
 Review (SF)  Child Program (HA)  Crisis Service (ET)  Transition Service (TS)  High Risk MH Program (HK)

*Questions regarding the policies or service requirements outlined within this Handbook may be directed to the Bureau of Behavioral Health at 217-557-1000 or [HFS.BHCompliance@illinois.gov](mailto:HFS.BHCompliance@illinois.gov).*