



M E M O R A N D U M

Date: December 5, 2018
To: DMC-ODS Alcohol and Drug Providers
From: Santa Barbara County Behavioral Wellness 
Subject: DMC-ODS Procedure Codes, Service Locations, and Time
CC: ADP, Fiscal, QCM

Effective, December 1, 2018 we transitioned to DMC-ODS services. This memo is intended to clarify how to document DMC-ODS services within the ADP Electronic Health Record, Clinician’s Gateway (ADP-CG). Please review all four sections below.

Section 1- Procedure Codes: For all DMC-ODS services provided, please ensure that the corresponding **Procedures** are used (see *ODS Procedure Codes Matrix*) attached. For service descriptions of each Procedure Name please reference the corresponding Policy (<http://countyofsb.org/behavioral-wellness/policies>) or the *DMC-ODS Alcohol and Drug Program Practice Guidelines and Procedure Manual*.

Section 2- Service Location: Please select the appropriate **Service Location** based on the *DHCS Drug Medi-Cal Organized Delivery System Place of Service Codes for Professional Claims* table, which is attached. Please note that all services must be provided in alignment with Department policies and may only be provided in allowable places of service. Please **discontinue** use of “Certified Facility”. **We anticipate the following two Service Locations will be the most frequently used:**

57	Non-residential Substance Abuse Treatment Facility	A location which provides treatment for substance (alcohol and drug) abuse on an ambulatory basis. Services include individual and group therapy and counseling, family counseling, laboratory tests, drugs and supplies, and psychological testing.	Allowed
55	Residential Substance Abuse Treatment Facility	A facility which provides treatment for substance (alcohol and drug) abuse to live-in residents who do not require acute medical care. Services include individual and group therapy and counseling, family counseling, laboratory tests, drugs and supplies, psychological testing, and room and board.	Allowed

Section 3: Service Time: All services must be entered using the new ODS templates that correspond with the service being provided: *ODS Group*, *ODS Individual Progress Note* or *ODS Residential Progress Note*.

The *ODS Group* and *ODS Individual Progress Note* templates allow for the service time to be entered by the minute. Please enter the exact amount of time a service is provided (ie. 9:32am- 10:52am). Please then enter the amount of time spent documenting the service. Please be careful to enter your documentation time as minutes rather than hours and double check the total Clinician Time.

Ex. Correct Documentation Time

Billing time

Primary Clinician: 111805 - Wilkins, Melissa

Provider: ODS Test Facility 1 - ODS Test Program 1

Service Start: 09:32 AM

End: 10:52 AM

Time: 01:20

Documentation Time: 00:06

Clinician Time: 01:26

Ex. Incorrect Documentation Time

Billing time

Primary Clinician: 111805 - Wilkins, Melissa

Provider: ODS Test Facility 1 - ODS Test Program 1

Service Start: 09:32 AM

End: 10:52 AM

Time: 01:20

Documentation Time: 06:00

Clinician Time: 07:20

ODS Group templates allow you to “edit” the documentation time when you are individualizing group notes:

Step 1-

Role	Staff #	Staff Name	NPI	Service	Start Time	End Time	Time
Primary Clinician	111805	Wilkins, Melissa LMW	1811466615	Documentation	0:09 PM	9:37 PM	01:32 00:06 01:37

Step 2-

Role	Staff #	Staff Name	NPI	Service	Start Time	End Time	Time
Primary Clinician	111805	Wilkins, Melissa LMW	1811466615	Documentation	00:05 PM	00:37 PM	00:06

Section 4- Pregnancy Indicator: All services provided to perinatal clients must include the pregnancy indicator as shown below.

Procedures: ODS Group Counseling

Service Location: NonResidential SUD Tx Facility

Crises? **Pregnant?**

It is critical that all services contain accurate procedure codes, service locations, service times, and pregnancy indicators in order for claims to be accurately processed.

ODS Procedure Codes Matrix

ShareCare Codes for ODS Effective 12/01/2018

Outpatient Treatment Services-Level 1.0			Intensive Outpatient Services-Level 2.1		
OS Program-Treatment			IOS Program-Treatment		
Service Code	Service Name	Service Name	Service Code	Service Name	Service Name
5001	OS Case Management	OS Recovery Case Management	5002	OS Case Management	OS Recovery Case Management
5100	OS Assessment	OS Recovery Assessment	5110	OS Group Services	OS Recovery Assessment
5101	OS Treatment Planning	OS Recovery Treatment Planning	5111	OS Assessment	OS Recovery Treatment Planning
5102	OS Individual Counseling	OS Recovery Individual Counseling	5112	OS Treatment Planning	OS Recovery Individual Counseling
5103	OS Collateral	OS Recovery Collateral	5113	OS Individual Counseling	OS Recovery Collateral
5104	OS Crisis	OS Recovery Discharge Planning	5114	OS Collateral	OS Recovery Discharge Planning
5200	OS Discharge Planning	OS Recovery Group Counseling	5201	OS Crisis Services	OS Recovery Discharge Planning
5400	OS Group Counseling	OS Recovery Monitoring/Substance Abuse Assistance	5202	OS Discharge Planning	OS Recovery Monitoring/Substance Abuse Assistance
5600	OS Physician Consultation	Consumer No Show	5401	OS MAT Services	Consumer No Show
1001	Consumer No Show	RES 3.1 Recovery Case Management	1002	OS MAT Services	Consumer No Show
1002	Consumer Cancelled	RES 3.1 Recovery Assessment	1003	OS MAT Services	Consumer Cancelled
1003	Staff Cancelled	RES 3.1 Recovery Treatment Planning	5431*	OS MAT - Multisession*	Staff Cancelled
		RES 3.1 Recovery Individual Counseling			
		RES 3.1 Recovery Collateral			
		RES 3.1 Recovery Discharge Planning			
		RES 3.1 Recovery Group Counseling			
		RES 3.1 Recovery Monitoring/Substance Abuse Assistance			

*MAT-Multisession is available to LAGS only

Residential 3.1			Residential 3.5		
Residential 3.1 Treatment			Residential 3.5 Treatment		
Service Code	Service Name	Service Name	Service Code	Service Name	Service Name
5030	RES 3.1 Case Management	RES 3.5 Recovery Case Management	5050	RES 3.5 Case Management	RES 3.5 Recovery Case Management
5403	RES 3.1 MAT Services	RES 3.5 MAT Assessment	5405	RES 3.5 MAT Services	RES 3.5 MAT Assessment
5630	RES 3.1 Physician Consultation	RES 3.5 Recovery Treatment Planning	5650	RES 3.5 Physician Consultation	RES 3.5 Recovery Treatment Planning
5601	RES 3.1 Residential Day	RES 3.5 Recovery Individual Counseling	5605	RES 3.5 Residential Day	RES 3.5 Recovery Individual Counseling
5606	ODS Board & Case Only (no Res. Tx Service)	RES 3.5 Recovery Collateral	5606	ODS Board & Case Only (no Res. Tx Service)	RES 3.5 Recovery Collateral
6100	Assessment - Non Bill	RES 3.5 Recovery Discharge Planning	6100	Assessment - Non Bill	RES 3.5 Recovery Discharge Planning
6101	Treatment Planning - Non Bill	RES 3.5 Recovery Group Counseling	6101	Treatment Planning - Non Bill	RES 3.5 Recovery Group Counseling
6102	Individual Counseling - Non Bill	RES 3.5 Recovery Monitoring/Substance Abuse Assistance	6102	Individual Counseling - Non Bill	RES 3.5 Recovery Monitoring/Substance Abuse Assistance
6103	Collateral - Non Bill	Consumer No Show	6103	Collateral - Non Bill	Consumer No Show
6104	Crisis Service - Non Bill	Consumer Cancelled	6104	Crisis Service - Non Bill	Consumer Cancelled
6105	Discharge Planning - Non Bill	Staff Cancelled	6105	Discharge Planning - Non Bill	Staff Cancelled
1001	Consumer No Show		1001	Consumer No Show	
1002	Consumer Cancelled		1002	Consumer Cancelled	
1003	Staff Cancelled		1003	Staff Cancelled	

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OTP/NTP Recovery			OTP/NTP Treatment			OTP/NTP Recovery		
Service Code	Service Name	Service Name	Service Code	Service Name	Service Name	Service Code	Service Name	Service Name
5020	NTP Case Management	NTP Recovery Case Management	5020	NTP Case Management	NTP Recovery Case Management	5021	NTP Recovery Case Management	NTP Recovery Case Management
5130	NTP Assessment	NTP Recovery Assessment	5130	NTP Assessment	NTP Recovery Assessment	5140	NTP Recovery Assessment	NTP Recovery Assessment
5131	NTP Treatment Planning	NTP Recovery Treatment Planning	5131	NTP Treatment Planning	NTP Recovery Treatment Planning	5141	NTP Recovery Treatment Planning	NTP Recovery Treatment Planning
5132	NTP Individual Counseling	NTP Recovery Individual Counseling	5132	NTP Individual Counseling	NTP Recovery Individual Counseling	5142	NTP Recovery Individual Counseling	NTP Recovery Individual Counseling
5133	NTP Collateral	NTP Recovery Collateral	5133	NTP Collateral	NTP Recovery Collateral	5143	NTP Recovery Collateral	NTP Recovery Collateral
5134	NTP Crisis	NTP Recovery Discharge Planning	5134	NTP Crisis	NTP Recovery Discharge Planning	5144	NTP Recovery Discharge Planning	NTP Recovery Discharge Planning
5220	NTP Group Counseling	NTP Recovery Monitoring/Substance Abuse Assistance	5220	NTP Group Counseling	NTP Recovery Monitoring/Substance Abuse Assistance	5221	NTP Recovery Group Counseling	NTP Recovery Group Counseling
5620	NTP Physician Consultation	Consumer No Show	5620	NTP Physician Consultation	Consumer No Show	1001	Consumer No Show	Consumer No Show
1001	Consumer No Show	Consumer Cancelled	1001	Consumer No Show	Consumer Cancelled	1002	Consumer Cancelled	Consumer Cancelled
1002	Consumer Cancelled	Staff Cancelled	1002	Consumer Cancelled	Staff Cancelled	1003	Staff Cancelled	Staff Cancelled
1003	Staff Cancelled		1003	Staff Cancelled				

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Withdrawal Management 3.2		
Service Code	Service Name	Service Name
5660	WM 3.2 Case Management	WM 3.2 Case Management
5406	WM 3.2 MAT Services	WM 3.2 MAT Services
5660	WM 3.2 Physician Consultation	WM 3.2 Physician Consultation
5900	WM 3.2 Residential Day	WM 3.2 Residential Day
8100	Assessment - Non Bill	Assessment - Non Bill
8101	Treatment Planning - Non Bill	Treatment Planning - Non Bill
8102	Individual Counseling - Non Bill	Individual Counseling - Non Bill
8103	Collateral - Non Bill	Collateral - Non Bill
8104	Crisis Service - Non Bill	Crisis Service - Non Bill
8105	Discharge Planning - Non Bill	Discharge Planning - Non Bill
1001	Consumer No Show	Consumer No Show
1002	Consumer Cancelled	Consumer Cancelled
1003	Staff Cancelled	Staff Cancelled

Drug Medi-Cal Organized Delivery System Place of Service Codes for Professional Claims

The following table includes clarification on the use of place of service (POS) codes when claiming Drug Medi-Cal Organized Delivery System (DMC-ODS) services.

Place of Service Code(s)	Place of Service Name	Place of Service Description	POS codes allowed in DMC-ODS
01	Pharmacy	A facility or location where drugs and other medically related items and services are sold, dispensed, or otherwise provided directly to patients.	Allowed
02	Telehealth	The location where health services and health related services are provided or received, through a telecommunication system.	Allowed
03	School	A facility whose primary purpose is education.	Allowed
04	Homeless Shelter	A facility or location whose primary purpose is to provide temporary housing to homeless individuals (e.g., emergency shelters, individual or family shelters).	Allowed
05	Indian Health Service Free-standing Facility	A facility or location, owned and operated by the Indian Health Service, which provides diagnostic, therapeutic (surgical and non-surgical), and rehabilitation services to American Indians and Alaska Natives who do not require hospitalization.	Pending Phase V

Place of Service Code(s)	Place of Service Name	Place of Service Description	POS codes allowed in DMC-ODS
06	Indian Health Service Provider-based Facility	A facility or location, owned and operated by the Indian Health Service, which provides diagnostic, therapeutic (surgical and non- surgical), and rehabilitation services rendered by, or under the supervision of, physicians to American Indians and Alaska Natives admitted as inpatients or outpatients.	Pending Phase V
07	Tribal 638 Free-standing Facility	A facility or location owned and operated by a federally recognized American Indian or Alaska Native tribe or tribal organization under a 638 agreement, which provides diagnostic, therapeutic (surgical and non-surgical), and rehabilitation services to tribal members who do not require hospitalization.	Pending Phase V
08	Tribal 638 Provider-based Facility	A facility or location owned and operated by a federally recognized American Indian or Alaska Native tribe or tribal organization under a 638 agreement, which provides diagnostic, therapeutic (surgical and non-surgical), and rehabilitation services to tribal members admitted as inpatients or outpatients.	Pending Phase V
09	Prison/Correctional Facility	A prison, jail, reformatory, work farm, detention center, or any other similar facility maintained by either Federal, State or local authorities for the purpose of confinement or rehabilitation of adult or juvenile criminal offenders.	Not allowed
10	Unassigned	N/A	

Place of Service Code(s)	Place of Service Name	Place of Service Description	POS codes allowed in DMC-ODS
11	Office	Location, other than a hospital, skilled nursing facility (SNF), military treatment facility, community health center, State or local public health clinic, or intermediate care facility (ICF), where the health professional routinely provides health examinations, diagnosis, and treatment of illness or injury on an ambulatory basis.	Allowed
12	Home	Location, other than a hospital or other facility, where the patient receives care in a private residence.	Allowed
13	Assisted Living Facility	Congregate residential facility with self-contained living units providing assessment of each resident's needs and on-site support 24 hours a day, 7 days a week, with the capacity to deliver or arrange for services including some health care and other services.	Allowed
14	Group Home	A residence, with shared living areas, where clients receive supervision and other services such as social and/or behavioral services, custodial service, and minimal services (e.g., medication administration).	Allowed
15	Mobile Unit	A facility/unit that moves from place-to-place equipped to provide preventive, screening, diagnostic, and/or treatment services.	Allowed

Place of Service Code(s)	Place of Service Name	Place of Service Description	POS codes allowed in DMC-ODS
16	Temporary Lodging	A short-term accommodation such as a hotel, camp ground, hostel, cruise ship or resort where the patient receives care, and which is not identified by any other POS code.	Allowed
17	Walk-in Retail Health Clinic	A walk-in health clinic, other than an office, urgent care facility, pharmacy or independent clinic and not described by any other Place of Service code, that is located within a retail operation and provides, on an ambulatory basis, preventive and primary care services.	Not allowed
18	Place of Employment-Worksite	A location, not described by any other POS code, owned or operated by a public or private entity where the patient is employed, and where a health professional provides on-going or episodic occupational medical, therapeutic or rehabilitative services to the individual.	Allowed
19	Off Campus-Outpatient Hospital	A portion of an off-campus hospital provider based department which provides diagnostic, therapeutic (both surgical and nonsurgical), and rehabilitation services to sick or injured persons who do not require	Allowed
20	Urgent Care Facility	Location, distinct from a hospital emergency room, an office, or a clinic, whose purpose is to diagnose and treat illness or injury for unscheduled, ambulatory patients seeking immediate medical attention.	Allowed

Place of Service Code(s)	Place of Service Name	Place of Service Description	POS codes allowed in DMC-ODS
21	Inpatient Hospital	A facility, other than psychiatric, which primarily provides diagnostic, therapeutic (both surgical and nonsurgical), and rehabilitation services by, or under, the supervision of physicians to patients admitted for a variety of medical conditions.	Allowed
22	On Campus- Outpatient Hospital	A portion of a hospital's main campus which provides diagnostic, therapeutic (both surgical and nonsurgical), and rehabilitation services to sick or injured persons who do not require hospitalization or institutionalization.	Allowed
23	Emergency Room – Hospital	A portion of a hospital where emergency diagnosis and treatment of illness or injury is provided.	Allowed
24	Ambulatory Surgical Center	A freestanding facility, other than a physician's office, where surgical and diagnostic services are provided on an ambulatory basis.	Not allowed
25	Birthing Center	A facility, other than a hospital's maternity facilities or a physician's office, which provides a setting for labor, delivery, and immediate post-partum care as well as immediate care of new born infants.	Not allowed
26	Military Treatment Facility	A medical facility operated by one or more of the Uniformed Services. Military Treatment Facility (MTF) also refers to certain former U.S. Public Health Service (USPHS) facilities now designated as Uniformed Service Treatment Facilities (USTF).	Not allowed
27-30	Unassigned	N/A	

Place of Service Code(s)	Place of Service Name	Place of Service Description	POS codes allowed in DMC-ODS
31	Skilled Nursing Facility	A facility which primarily provides inpatient skilled nursing care and related services to patients who require medical, nursing, or rehabilitative services but does not provide the level of care or treatment available in a hospital.	Allowed
32	Nursing Facility	A facility which primarily provides to residents skilled nursing care and related services for the rehabilitation of injured, disabled, or sick persons, or, on a regular basis, health-related care services above the level of custodial care to other than individuals with intellectual disabilities.	Allowed
33	Custodial Care Facility	A facility which provides room, board and other personal assistance services, generally on a long-term basis, and which does not include a medical component.	Allowed
34	Hospice	A facility, other than a patient's home, in which palliative and supportive care for terminally ill patients and their families are provided.	Allowed
35-40	Unassigned	N/A	
41	Ambulance – Land	A land vehicle specifically designed, equipped and staffed for lifesaving and transporting the sick or injured.	Not allowed
42	Ambulance – Air or Water	An air or water vehicle specifically designed, equipped and staffed for lifesaving and transporting the sick or injured.	Not allowed

Place of Service Code(s)	Place of Service Name	Place of Service Description	POS codes allowed in DMC-ODS
43-48	Unassigned	N/A	
49	Independent Clinic	A location, not part of a hospital and not described by any other Place of Service code, that is organized and operated to provide preventive, diagnostic, therapeutic, rehabilitative, or palliative services to outpatients only.	Allowed
50	Federally Qualified Health Center	A facility located in a medically underserved area that provides Medicare beneficiaries preventive primary medical care under the general direction of a physician.	Allowed
51	Inpatient Psychiatric Facility	A facility that provides inpatient psychiatric services for the diagnosis and treatment of mental illness on a 24-hour basis, by or under the supervision of a physician.	Allowed
52	Psychiatric Facility – Partial Hospitalization	A facility for the diagnosis and treatment of mental illness that provides a planned therapeutic program for patients who do not require full time hospitalization, but who need broader programs than are possible from outpatient visits to a hospital-based or hospital- affiliated facility.	Allowed

Place of Service Code(s)	Place of Service Name	Place of Service Description	POS codes allowed in DMC-ODS
53	Community Mental Health Center	A facility that provides the following services: outpatient services, including specialized outpatient services for children, the elderly, individuals who are chronically ill, and residents of the CMHC's mental health services area who have been discharged from inpatient treatment at a mental health facility; 24 hour a day emergency care services; day treatment, other partial hospitalization services, or psychosocial rehabilitation services; screening for patients being considered for admission to State mental health facilities to determine the appropriateness of such admission; and consultation and education services.	Allowed
54	Intermediate Care Facility/Individuals with Intellectual Disabilities	A facility which primarily provides health- related care and services above the level of custodial care to individuals but does not provide the level of care or treatment available in a hospital or SNF.	Allowed
55	Residential Substance Abuse Treatment Facility	A facility which provides treatment for substance (alcohol and drug) abuse to live-in residents who do not require acute medical care. Services include individual and group therapy and counseling, family counseling, laboratory tests, drugs and supplies, psychological testing, and room and board.	Allowed

Place of Service Code(s)	Place of Service Name	Place of Service Description	POS codes allowed in DMC-ODS
56	Psychiatric Residential Treatment Center	A facility or distinct part of a facility for psychiatric care which provides a total 24-hour therapeutically planned and professionally staffed group living and learning environment.	Not allowed
57	Non-residential Substance Abuse Treatment Facility	A location which provides treatment for substance (alcohol and drug) abuse on an ambulatory basis. Services include individual and group therapy and counseling, family counseling, laboratory tests, drugs and supplies, and psychological testing.	Allowed
58-59	Unassigned	N/A	
60	Mass Immunization Center	A location where providers administer pneumococcal pneumonia and influenza virus vaccinations and submit these services as electronic media claims, paper claims, or using the roster billing method. This generally takes place in a mass immunization setting, such as, a public health center, pharmacy, or mall but may include a physician office setting.	Not allowed

Place of Service Code(s)	Place of Service Name	Place of Service Description	POS codes allowed in DMC-ODS
61	Comprehensive Inpatient Rehabilitation Facility	A facility that provides comprehensive rehabilitation services under the supervision of a physician to inpatients with physical disabilities. Services include physical therapy, occupational therapy, speech pathology, social or psychological services, and orthotics and prosthetics services.	Not allowed
62	Comprehensive Outpatient Rehabilitation Facility	A facility that provides comprehensive rehabilitation services under the supervision of a physician to outpatients with physical disabilities. Services include physical therapy, occupational therapy, and speech pathology services.	Not allowed
63-64	Unassigned	N/A	
65	End-Stage Renal Disease Treatment Facility	A facility other than a hospital, which provides dialysis treatment, maintenance, and/or training to patients or caregivers on an ambulatory or home-care basis.	Not allowed
66-70	Unassigned	N/A	
71	Public Health Clinic	A facility maintained by either State or local health departments that provides ambulatory primary medical care under the general direction of a physician.	Allowed.
72	Rural Health Clinic	A certified facility which is located in a rural medically underserved area that provides ambulatory primary medical care under the general direction of a physician.	Allowed

Place of Service Code(s)	Place of Service Name	Place of Service Description	POS codes allowed in DMC-ODS
73-80	Unassigned	N/A	
81	Independent Laboratory	A laboratory certified to perform diagnostic and/or clinical tests independent of an institution or a physician's office.	Not allowed
82-98	Unassigned	N/A	
99	Other Place of Service	Other place of service not identified above.	Allowed only in the case where another POS code is unavailable.