

M E M O R A N D U M

Date: December 3, 2018

To: DMC-ODS Alcohol and Drug Providers

From: Santa Barbara County Behavioral Wellness 

Subject: Documentation of Level 2.1 Intensive Outpatient Services (IOS)

CC: ADP, Fiscal, QCM

Effective, December 1, 2018 we will transition to DMC-ODS services including the implementation of Level 2.1 Intensive Outpatient Services (IOS). This memo is intended to clarify how to document IOS services within the ADP Electronic Health Record, Clinician's Gateway (ADP-CG).

Level 2.1 Intensive Outpatient Services (IOS) are defined as follows:

Structured programming services are provided to beneficiaries a minimum of nine hours with a maximum of 19 hours a week for adults, and a minimum of six hours with a maximum of 19 hours a week for adolescents. Services consist of intake, individual and/or group counseling, patient education, family therapy, medication services, collateral services, crisis intervention, treatment planning, and discharge services

Therefore, IOS services must meet the following parameters:

- For adults: Minimum of 9 hours with maximum of 19 hours a week
- For adolescents: Minimum of 6 hours with maximum of 19 hours a week

Services may be provided in a group setting, using the **ODS Group Template** with the corresponding **IOS Group procedure code**. IOS clients may be intermingled in group services with OS clients. When IOS and OS clients are intermingled in one group service, two separate group notes will need to be completed and the various levels of care will need to be indicated on the group sign-in sheet (see attached DMC-ODS Group Log- Sign-in Sheet). Any *additional* group members present in the group and not listed **MUST** be included in the "Additional participants in group" box as highlighted below:

Group Members		2 Members				
Client #	Name	Gender	Age	Present	Med Compliant	Side Effects
2021884	POOLMAN DEBBIE	F	46	<input type="checkbox"/>	N/A	N/A
987654321	POOLMAN RUBBERTOE	M	56	<input type="checkbox"/>	N/A	N/A
Additional participants in group: 						
Procedures: Intensive Outpatient Treatment-180 Min						
Service Location: NonResidential SUD Tx Facility						

Services may be provided individually, using the *ODS Individual Progress Note Template* with the corresponding IOS individual procedure codes as follows: *IOS Assessment, IOS Treatment Planning, IOS Individual Counseling, IOS Collateral, IOS Crisis, IOS Discharge Planning, IOS Case Management, IOS Medication Assisted Treatment, IOS Physician Consultation.*

Services will **not** be restricted to 180 minutes and should be documented by the minute as provided to the client using the “**Service Start**” time and “**End**” time. All IOS services must be in alignment with the Department Policy # 7.009 Drug Medi-Cal Organized Delivery System (DMC-ODS) Out Patient Treatment Services.