

The following Clinical Forms have been created, updated or discontinued and the [Clinical Forms Inventory](#) has been updated accordingly. If you have any questions regarding this Bulletin, please contact your QA Liaison.

NEW FORM(S): **None**

UPDATED FORMS(S):

MH 556 – Outpatient Medication Review

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| IBHIS Form (DO ONLY): | Outpatient Medication Review |
| Revision Date: | 9/26/16 |
| Type of Form (LE ONLY): | Required Data Elements |
| Implementation: | For DO: 9/26/16 For LE: as soon as possible |

This form has been revised as part of a plan of correction with the Department of Health Care Services (DHCS) and to be compliant with the DHCS Contract as well as California Code of Regulations Title 9 requirements. The below noted revisions are consistent with existing language in the Organizational Provider's Manual.

KEY REVISIONS:

- Added question related to reasonable alternatives discussed
- Added question regarding long-term use side effects
- Added statement that the consent may be withdrawn at any time
- Translated into the threshold languages

OBSOLETE FORM(S): **None**

The Clinical Forms Bulletin is utilized to announce changes to clinical forms and data elements that are needed to capture clinical documentation within the Los Angeles County Department of Mental Health (LACDMH). The Bulletin will identify any new, updated or obsolete clinical forms. The term "clinical forms" is used to describe either a paper clinical document within a paper Clinical Record OR a set of data elements within an electronic Clinical Record. All "clinical forms" must be available upon chart review/audit.

NOTE: *This Bulletin does not address requirements for electronic billing and/or reporting. Contractors should refer to the 837 Companion Guide or WebServices Guide for a complete listing of electronic data transfer requirements.*

1. All Directly-Operated Providers must utilize clinical forms approved by the QA Division. The Integrated Behavioral Health Information System (IBHIS) has incorporated clinical forms, when appropriate, and has been updated to reflect the changes noted on this Bulletin.
2. All Contract Providers must utilize clinical forms in a manner defined by the designation of the clinical form within the Clinical Forms Inventory.
 - a. Required Data Element: Must maintain all required data elements of the form and have a method for producing a paper form or electronic report with all the required data elements (*"Required" form type has been eliminated. All "Required" forms are now "Required Data Element" forms.*)
 - b. Required Concept (*Formerly "Optional"*): Must have a method of capturing the specific category of information indicated by the title and data elements of the form
 - c. Ownership: Must have a method for complying with all laws/regulations encompassed by the form

DMH Policy 401.02: Clinical Records Maintenance, Organization, and Content (Note: Policy 401.02 is being revised to reflect the above information)

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