

Sacramento County Department Health Services  
Division of Behavioral Health Services  
Mental Health Provider Minimum Qualifications  
Adult Residential Treatment Program  
Open Enrollment

The Sacramento County Department of Health Services, Division of Behavioral Health Services (BHS), in compliance with Title 9, Division 1 of the California Code of Regulations (CCR), has developed minimum qualifications (MQs) for all eligible entities that are seeking to contract with BHS to provide Adult Residential Treatment Program (ARTP) services for individuals living with serious mental illness and/or co-occurring conditions who are at risk of hospitalization or in need of intense programming. BHS will identify individuals eligible for ARTP services and will refer to entities contracted with BHS for this service. Please see the MQs beginning on page three (3) of this document.

**Important information:**

1. Title 9 of the CCR, commencing with §531 states that in order to be licensed by the California Department of Social Services (CDSS) Community Care Licensing Division (CCLD) to provide ARTP services, a program shall “provide a therapeutic environment in which individuals are supported in their efforts to acquire and apply interpersonal and independent living skills. The program shall also assist the individual in developing a personal community support system to substitute for the program’s supportive environment and to minimize the risk of hospitalization and enhance the capability for independent living upon discharge from the program.”
2. This treatment service program is designed to serve adults who are in need of mental health treatment and are unable to care for themselves in an independent living situation, but can be cared for in an ARTP that provides psychiatric care in a home-like setting.
3. The daily residential rate for the ARTP will not exceed \$140 and will be determined based on level of need. Mental health services will be negotiated rates for Medi-Cal services. The total annual pooled budget amount is \$2,500,000.00 for all ARTP contracts.
4. The term “individuals” is used throughout this document and refers to persons deemed eligible for ARTP services by BHS.
5. Only applicants that meet all of the MQs will be offered a contract with BHS.

6. ARTP services include, but are not limited to:
- a. Transitional Residential On-Site Services, which means a licensed residential community care facility, designed to provide a comprehensive program of care consisting of a therapeutic residential community plus specialty mental health services in a campus model for individuals recovering from an acute stage of illness who are expected to move towards a more independent living situation, or higher level of functioning, within a three (3) to twelve (12) month period.
  - b. Intensive diagnostic work, including learning disability assessment; full day treatment program with an active pre-vocational and vocational component; outreach to develop linkages with the general social service system.
  - c. Counseling and ongoing assessment, development of support systems in the community, a day program which encourages interaction between individuals and the community-at-large, and an activity program that encourages socialization and utilization of general community resources.
  - d. Alternatives to acute psychiatric hospitalization and institutional care based on the principles of residential community-based treatment. This includes a high level of care provided in a home-like setting, stringent staff requirements, twenty-four (24)-hour-a-day, seven (7)-day-a-week supervision and treatment assistance and community participation at all levels.
  - e. At least one (1) staff member shall be present at any time there are individuals at the facility. There shall be a staffing ratio of at least one (1) full-time equivalent direct service staff for each two and one-half (2.5) individuals served.
  - f. Staffing patterns should reflect, to the maximum extent feasible, at all levels, the cultural, linguistic, ethnic, sexual, and other social characteristics of the community the facility serves.
  - g. The planned length of stay in the ARTP shall be in accordance with the individual's assessed need, but not to exceed one (1) year; however, a length of stay not exceeding a maximum total of eighteen (18) months is permitted to ensure successful completion of the treatment plan and appropriate referral. The reasons for a length of stay beyond one (1) year shall be documented in the individual's case record.
  - h. Participation in any element of the system should not preclude the involvement of individuals in individual therapy. Therapists of individuals should, where possible, be directly involved in the development and implementation of a treatment plan, including medication and day program decisions.

- i. The program should demonstrate specific linkages with other programs, and with the general treatment and social service system, as a whole. These connections should not be limited to the mental health system, but should include, whenever possible, community resources utilized by the general population.

Upon meeting all the below MQs, qualified and interested applicants may request a mental health contract with Sacramento County BHS in order to provide and be reimbursed for ARTP services. All contracts begin upon execution and continue until June 30<sup>th</sup> of the current fiscal year.

**Sacramento County BHS ARTP MQs:**

1. Must have an existing CCLD, CDSS Adult Residential Facility (ARF) and/or Residential Care Facility for the Elderly (RCFE) license, in good standing.
2. Must be certified by the Department of Health Care Services (DHCS) for the mental health program components.
3. Must have five (5) or more years of experience providing mental health services and supports to adults.
4. Must meet minimum insurance requirements stipulated in the contract.
5. Must be in compliance with any corrective action plans with Sacramento County as confirmed by County.
6. Must provide their most recently completed audited financial statement with accompanying notes, per CCLD guidelines.
7. Must be able to meet the following staffing requirements:
  - a. California Board Certified Psychiatrist on staff or on contract.
  - b. Licensed clinical head of service (Ph.D, LMFT, LCSW, or equivalent).
  - c. Designated quality management staff for continuous quality improvement and Medi-Cal billing/claiming integrity.
  - d. Clinical oversight/supervision manager.

Interested and qualified ARTP program applicants should request a contract with Sacramento County BHS by contacting: Michael Amenyro ([AmeneyroM@saccounty.gov](mailto:AmeneyroM@saccounty.gov)) for further questions and submission of MQ documentation. MQs must be submitted via a single email; multiple emails with individual MQ verifications will not be accepted.

MQ verifications to be submitted via email in PDF format are:

1. ARF and/or RCFE license.
2. DHCS certification for mental health programming.
3. Most recently completed audited financial statement.
4. Maximum of one page, double space narrative describing 5 or more years of experience providing mental health services and supports to adults AND other services currently contracted with by Sacramento County, if applicable.

Proof of insurance will be requested separately and prior to the execution of a contract.