



Substance Use Prevention and Treatment (SUPT) Services Electronic Utilization Review SUPPLEMENTAL WORKSHEET (SW)

- **Override the Service Details (unclaimed services only):** This option would be used when the provider needs to edit something in the service detail, such as the procedure. Not all procedures can be overridden, as it depends on the type of note. For these type of corrections, the provider is responsible for reaching out to BHS-EHRsupport@saccounty.gov
- **Claims Correction Spreadsheet CCS:** is only required for disallowed services if they are claimed and approved. The provider would need to submit a void ccs for the disallowed service that has been approved.
- If the service was denied, then the provider needs to verify the disallowed service and the reason for the denial. The provider also has the option to replace a service if they meet criteria. The criteria for a replacement is within the below link. https://dhs.saccounty.gov/BHS/BHS-EHR/Documents/Medi-Cal%20Transaction%20types_081425.pdf
- There is also a **Corrections Guide** provided to admin staff who attend the BHS-E.H.R. Corrections Training. Link, <https://dhs.saccounty.gov/BHS/BHS-EHR/Pages/EHR-Training.aspx>
- If you are unsure on which process to follow, please *never* error out a service that has been claimed and reach out to BHS-EHRbilling@saccounty.gov
- All corrections made will require a Supplement Invoice. Reach out to SUPT program for instructions on the invoice process.

Member Name:							Member ID:		
UR Reviewer: <i>Identified Issues</i>							Provider: <i>Response/Corrective Actions</i>		
No.	Date	Procedure Code	Units/ Minutes	✓ Select One		Reason for Editing or Disallowing	✓ Select One		Comments
				Edit	Disallow		Override Service Detail (unclaimed services only)	CCS (approved services only)	
1.									
2.									
3.									



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17.									
18.									
19.									
20.									