Central Florida Cares
Health System

Bed Count Module

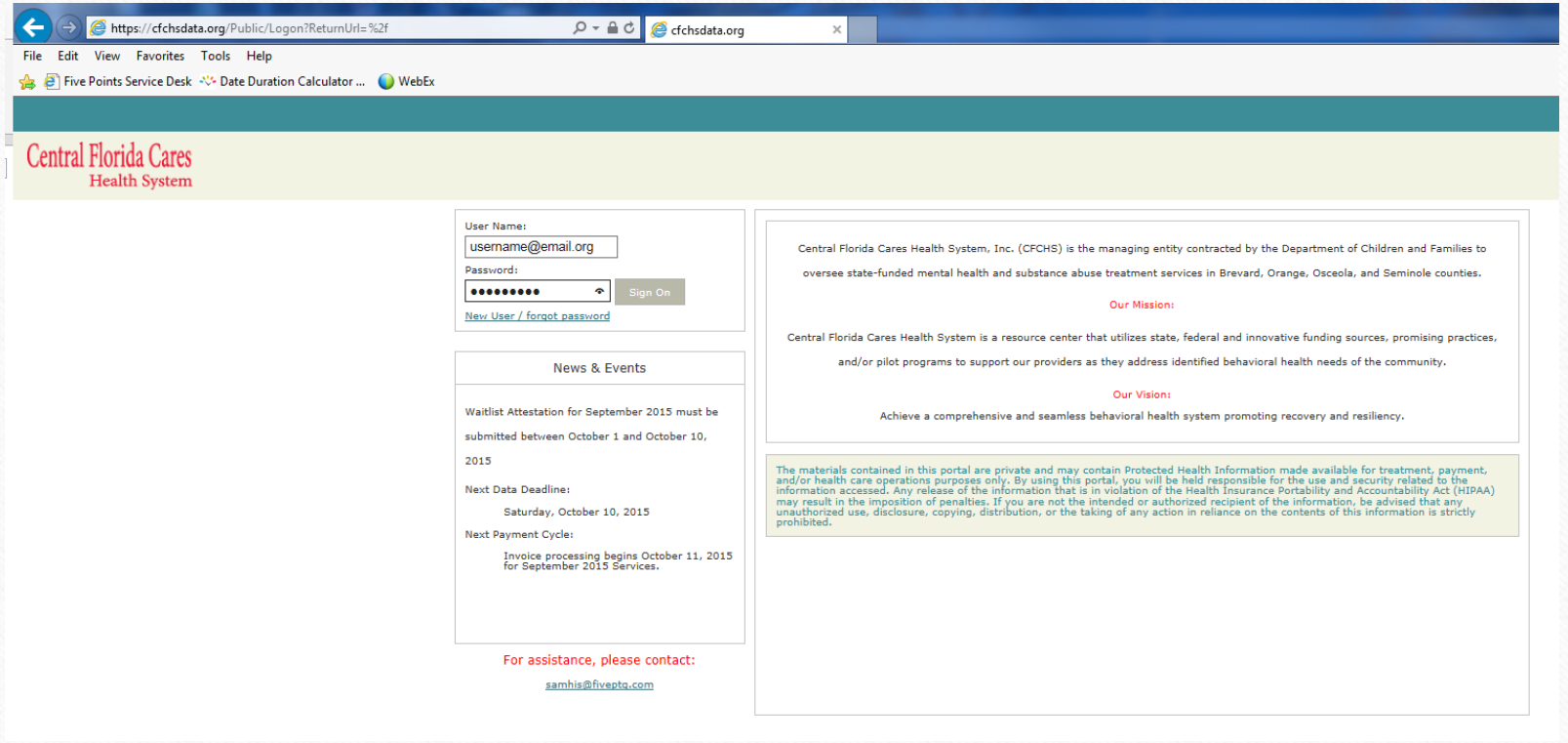
Webinar September 2015

Bed Count Module Updates

- Overview of Bed Count Data Submission
- Data Required: Revisions and Additions
- Retroactive Data
- Reporting Times
- Frequency of Reporting

Data Main Page

https://cfchsdata.org



Central Florida Cares
Health System

Direct Data Entry

Central Florida Cares
Health System

Central Florida Cares
Health System

Home | Clinical Management | Reports | Resources | Sign Out

- Bed Tracker
- Wait List
- Clinical Management Reports

Vision

Achieve a comprehensive and seamless behavioral health system promoting recovery and resiliency.

Guiding Principles

To promote evidence-based practices in service delivery across the system of care
To increase ease of access to all needed services
To improve continuity of service provision and coordination of services across the system of care
To reduce utilization of restrictive levels of care and use the resulting savings to enhance community-based recovery services
To meet or exceed all outcome and performance requirements
To work with the Department of Children and Families to integrate the CFCHS outcomes and its planning processes with the Department of Children and Families' annual and long-range planning
To adopt integrated approaches which afford access to primary and specialty medical care in concern with behavioral healthcare
To always put the person served first in all aspects of its operations

As a managing entity we are a behavioral health administrative and management organization, and our primary focus is to promote a comprehensive, seamless system of recovery and resiliency to those individuals in our community who are in need of these services.

Florida Administrative Code

65E-14, F.A.C. "The Financial Rule"

DCF Resources

For SAMH Providers
2014 Managing Entity Requirements

CFCHS Resources

CFCHS Website

Central Florida Cares
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- Bed Tracker
  - Enter Daily Bed Counts
  - Bed Tracker Summary
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  - MH Bed Summary
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  - SA Bed Summary

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CFCHS Resources

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DCF Resources

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2014 Managing Entity Requirements

Central Florida Cares Health System

SAMH

Adult Mental Health

CSU	Res 1	Res 2	Res 3	Res 4	Inpatient	Short Term Res	RB1	RB2	RB3
	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

Adult Substance Abuse

Detox	Res 1	Res 2	Res 3	Res 4	RB1	RB2	RB3
	N/A			N/A	N/A	N/A	N/A

Child Mental Health

CSU	Res 1	Res 2	Res 3	Res 4	Inpatient	Short Term Res	RB1	RB2	RB3
	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

Child Substance Abuse

Detox	Res 1	Res 2	Res 3	Res 4	RB1	RB2	RB3
N/A	N/A		N/A	N/A	N/A	N/A	N/A

Self Pay

Adult Mental Health

CSU	Res 1	Res 2	Res 3	Res 4	Inpatient	Short Term Res	RB1	RB2	RB3
	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

Adult Substance Abuse

Detox	Res 1	Res 2	Res 3	Res 4	RB1	RB2	RB3
	N/A			N/A	N/A	N/A	N/A

Child Mental Health

CSU	Res 1	Res 2	Res 3	Res 4	Inpatient	Short Term Res	RB1	RB2	RB3
	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

Child Substance Abuse

Detox	Res 1	Res 2	Res 3	Res 4	RB1	RB2	RB3
N/A	N/A		N/A	N/A	N/A	N/A	N/A

Medicaid

Adult Mental Health

CSU	Res 1	Res 2	Res 3	Res 4	Inpatient	Short Term Res	RB1	RB2	RB3
	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

Adult Substance Abuse

Detox	Res 1	Res 2	Res 3	Res 4	RB1	RB2	RB3
	N/A			N/A	N/A	N/A	N/A

Child Mental Health

CSU	Res 1	Res 2	Res 3	Res 4	Inpatient	Short Term Res	RB1	RB2	RB3
	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

Child Substance Abuse

Detox	Res 1	Res 2	Res 3	Res 4	RB1	RB2	RB3
N/A	N/A		N/A	N/A	N/A	N/A	N/A

Medicaid HMO

Adult Mental Health

CSU	Res 1	Res 2	Res 3	Res 4	Inpatient	Short Term Res	RB1	RB2	RB3
	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

Adult Substance Abuse

Detox	Res 1	Res 2	Res 3	Res 4	RB1	RB2	RB3
	N/A			N/A	N/A	N/A	N/A

Child Mental Health

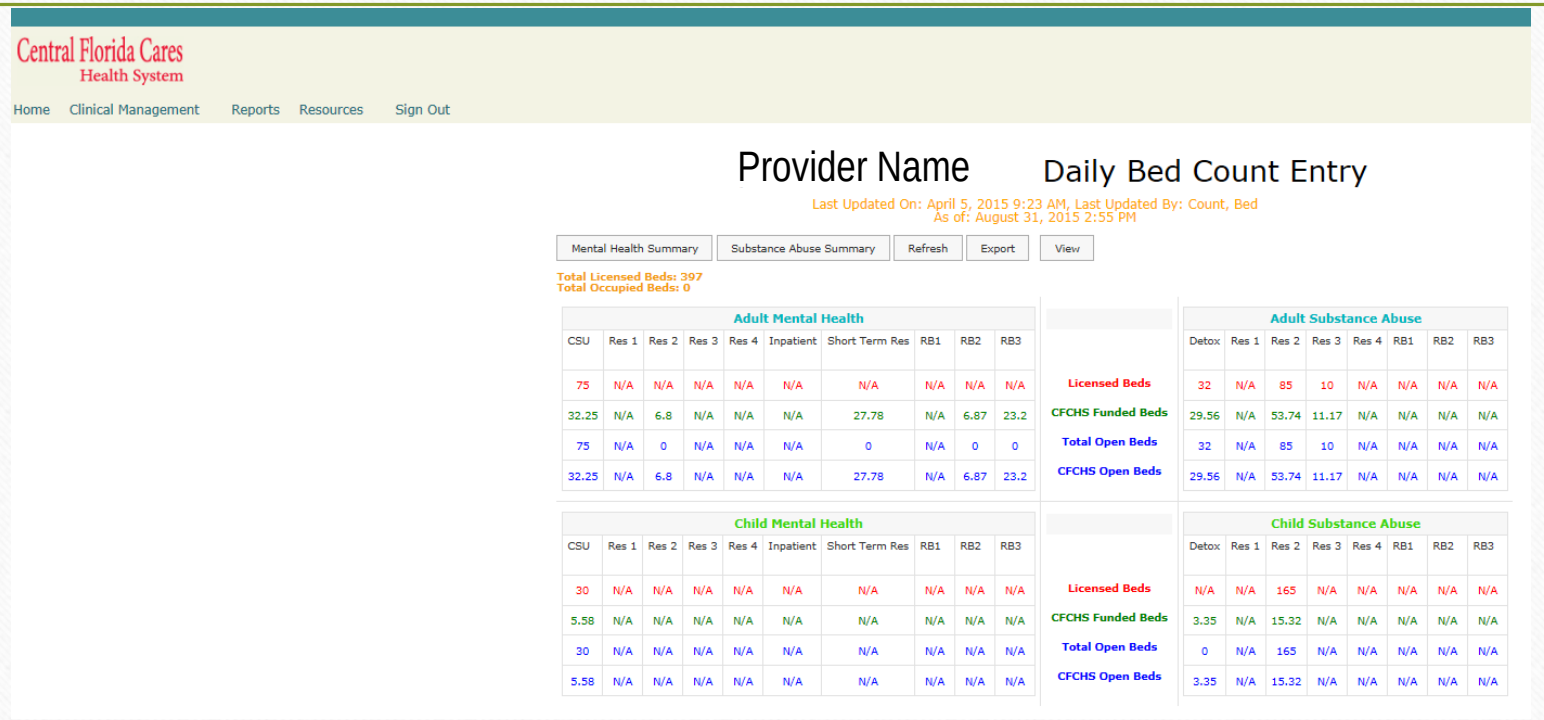
CSU	Res 1	Res 2	Res 3	Res 4	Inpatient	Short Term Res	RB1	RB2	RB3
	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

Child Substance Abuse

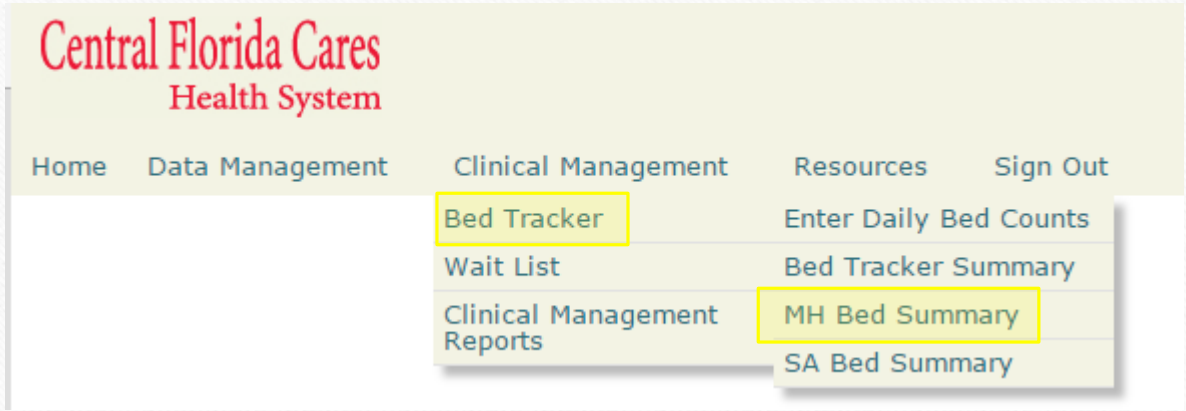
Detox	Res 1	Res 2	Res 3	Res 4	RB1	RB2	RB3
N/A	N/A		N/A	N/A	N/A	N/A	N/A

Save

Central Florida Cares
Health System



Editing


Central Florida Cares
Health System
Home
Data Management
Clinical Management
Resources
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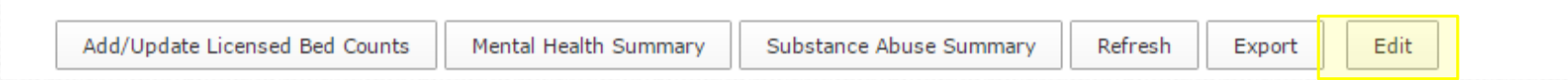

Add/Update Licensed Bed Counts
Mental Health Summary
Substance Abuse Summary
Refresh
Export
Edit

Central Florida Cares
Health System

Uploading Bed Count Data

Central Florida Cares
Health System

Central Florida Cares Health System

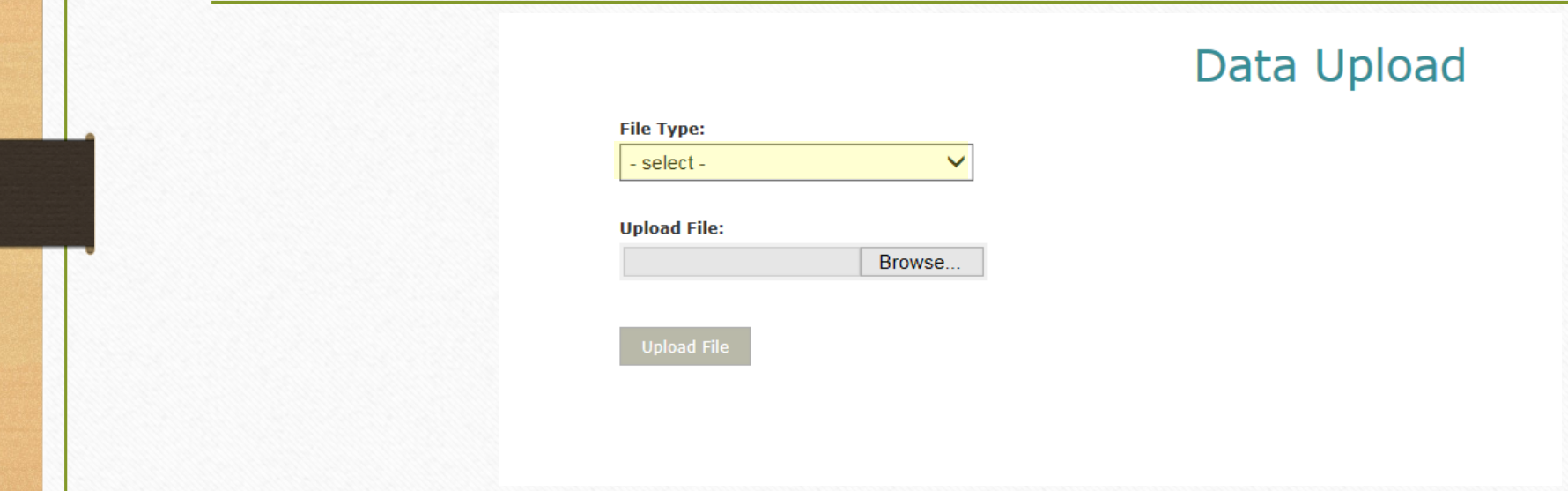
Data Upload

Upload Order | Upload Old Format Data File | Refresh

Search:

Crc	Contractor	Provider	FileName	Stage	Started	Completed	Type	% Valid	Processed	Valid	Invalid	Errors	Complete

Central Florida Cares
Health System



Central Florida Cares
Health System

Data Upload

File Type:

- select -
Demographics (DEMO)
SSN Updates (SSNU)
Asam
Detox
Admissions (OUTCA)
Discharges (OUTCD)
Performance (PERF)
Child Assessment (CFARS)
Adult Assessment (FARS)
Event
Service Events (SERV)
Bed Count
Wait List
Wait List Remove
Wait List Delete
ASAM Delete
CFARS Delete
Detox Delete
FARS Delete
EVENT Delete
PERF Delete
SERV Delete
OUTCA Delete
OUTCD Delete
Adult Consumer Satisfaction Survey
Child Consumer Satisfaction Survey

Central Florida Cares
Health System

Data Upload

File Type:

Bed Count

Upload File:

Browse...

Upload File

ATTACHMENT I

Merge MH & SA

Field Name	Field Position	Field Type/Size	Edits and Validation
CONTRACTORID (key)	1	CHAR (10)	The format for contractor ID must be **XX-XXXXXXX** **Descriptions and Instructions: Contractor Id -** The contractor id is the Federal Employer Identification Number of the entity which holds a contract with DCF.
PROVIDERID (key)	11	CHAR (10)	The format for provider ID must be **XX-XXXXXXX** **Descriptions and Instructions: Provider Id -** The PROVIDERID is the Federal Employer Identification Number of the entity which provides the service to the client.
PROGTYPE (key)	21	CHAR (1)	The code for program type must be: **1** for Adult Mental Health (AMH) **2** for Adult Substance Abuse (ASA) **3** for Children Mental Health (CMH) **4** for Children Substance Abuse (CSA)
COVRDSVCS (key)	22	CHAR (2)	The code for covered service must be: **(03)** Crisis Stabilization Services (CSSU) **(18)** Residential Level 1 **(19)** Residential Level 2 **(20)** Residential Level 3 **(21)** Residential Level 4 **(24)** Detox **(36)** Room & Board 1 **(37)** Room & Board 2 **(38)** Room & Board 3
FUND (key)	24	CHAR (1)	The code for DCF funded beds is **2** for SAMH **Note:** The validation edits may change in the future to reflect other funding sources, e.g., Local Match Medicaid, Medicare, Private Pay, Health Insurance, etc.
CENSUSDATE (key)	25	CHAR (8)	The format for census date is **YYYYMMDD** **Note**: The daily census date covers the time period between 12:00 am and 11:59 pm.
LICENSEBED (optional)	33	CHAR (6)	The format: 999.99 right justified decimal number; zero filled when needed. **Note:** This is the total count of state licensed beds for this contractor, provider, program type, and covered services regardless of the funding source.
DCFBEDS (optional)	39	CHAR (6)	The format: 999.99 right justified decimal number; zero filled when needed. **Descriptions and Instructions: DCF Beds -** Indicate the total number of beds purchased by the department for this contractor, provider, program type, covered service and fund source. **Note**: DCFBEDS cannot be greater than LICENSEBED

ATTACHMENT I

Merge MH & SA

Field Name	Field Position	Field Type/Size	Edits and Validation
DCFOCCUPIED (mandatory)	45	CHAR (6)	The format is six numeric digits (e.g., 999999). Must be right justified and padded with 0 as needed, e.g., 000099 **Descriptions and Instructions: DCF Occupied Beds -** Indicate the distinct count of clients qualified as indigent occupying the beds purchased by the department for this contractor, provider, program type, covered service and fund source. **Note:** DCFOCCUPIED **can sometime be greater** than DCFBEDS because a bed can be occupied by more than one person per day.
NONOCCUPIED (mandatory)	51	CHAR (6)	The format: 999.99 right justified decimal number; zero filled when needed. **Descriptions and Instructions: Unoccupied Beds -** Indicate the total number of unoccupied beds regardless of the funding for this contractor, provider, program type, and covered service regardless of the funding source.
BEGCENSUS (mandatory for CSU only) new	57	CHAR (6)	The format is six numeric digits (e.g., 999999). Must be right justified and padded with 0 as need, e.g., 0002000 **Descriptions and Instructions: Beginning Census -** Indicate the distinct count of currently active indigent clients occupying any CSU bed, who were admitted **prior to** the date of the census and were still there during the date of the census, for this contractor, provider, program type, covered service and fund source.
NEWADMIS (mandatory for CSU only) new	63	CHAR (6)	The format is six numeric digits (e.g., 999999). Must be right justified and padded with 0 as needed, e.g., 00100 **Descriptions and Instructions: New Admissions -** Indicate the distinct count of currently active indigent clients occupying any CSU bed, who were admitted on the date of the census for this contractor, provider, program type, covered service and fund source. **Note:** If a client is admitted more than once on the date of the census he/she should be counted only once. If a client is in the beginning census and he/she is discharged
DISCHARGES (mandatory for CSU only) new	69	CHAR (6)	The format is six numeric digits (e.g., 999999). Must be right justified and padded with 0 as needed, e.g., 000050 **Descriptions and Instructions: Discharges -** Indicate the distinct count of currently active indigent clients occupying any CSU bed, who were discharged from the receiving facility on the date of the census, for this contractor, provider, program type, covered service and fund source. **Note:** If a client is discharged more than once on the date of the census, that client should be counted only once. If a client is transferred outside the receiving facility and the bed is kept open for that client pending his/her return to the facility, that client shouldn't be counted as a discharge.
TRANSTYPE new	75	CHAR (1)	This field specify the transaction type with the following code values: **A** = Add New Record; **C** = Change or Replace Existing Record; and **D** = Delete Existing Record.

Central Florida Cares
Health System

Revisions and Requirements

Mental Health

- Required Covered Services
  - AMH-CSU
  - CMH-CSU
- Removal of licenses from module

Substance Abuse

- Required Covered Services
  - All SAMH funded covered services

The number of Beds that are occupied as of: 8/31/2015

CSU Additional Info

Program Description	Beginning Census	New Admissions	Discharges
Adult Mental Health			
Child Mental Health			

This information must be filled out if any beds are contracted by DCF for CSU

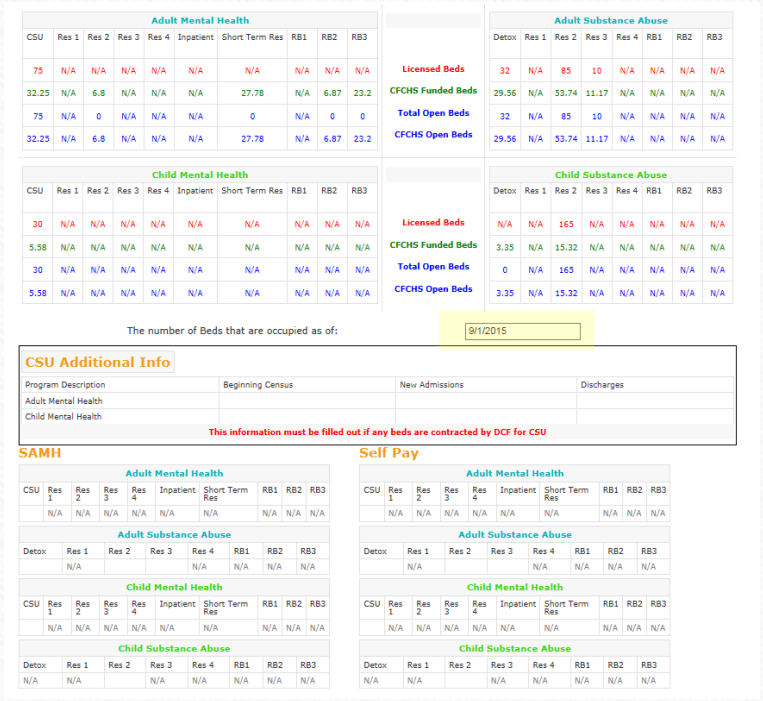
Retroactive Data

- Reconciliation of data
  - Check for consistency against monthly, quarterly, and annual submissions
  - Opportunity to make corrections

Admission and Discharge Data

- Beginning Census **(12:00 am)** will be the distinct count of currently active indigent clients occupying any CSU bed, who were admitted **prior to** the date of the census and were still there during the date of the census, for this contractor, provider, program type, covered service and fund source
- New Admissions will be the distinct count of currently active indigent clients occupying any CSU bed, who were admitted **on** the date of the census **(12:00 am and 11:59 pm)** for this contractor, provider, program type, covered service and fund source.
- Discharges will be the distinct count of currently active indigent clients occupying any CSU bed, who were discharged from the receiving facility on the date of the census **(12:00 am and 11:59 pm)** for this contractor, provider, program type, covered service and fund source.

Retroactive Data



Adult Mental Health

CSU	Res 1	Res 2	Res 3	Res 4	Inpatient	Short Term Res	RB1	RB2	RB3
75	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
32.25	N/A	6.8	N/A	N/A	N/A	27.78	N/A	6.87	23.2
75	N/A	0	N/A	N/A	N/A	0	N/A	0	0
32.25	N/A	6.8	N/A	N/A	N/A	27.78	N/A	6.87	23.2

Adult Substance Abuse

Detox	Res 1	Res 2	Res 3	Res 4	RB1	RB2	RB3
32	N/A	85	10	N/A	N/A	N/A	N/A
29.56	N/A	53.74	11.17	N/A	N/A	N/A	N/A
32	N/A	85	10	N/A	N/A	N/A	N/A
29.56	N/A	53.74	11.17	N/A	N/A	N/A	N/A

Licensed Beds
CFCHS Funded Beds
Total Open Beds
CFCHS Open Beds

Child Mental Health

CSU	Res 1	Res 2	Res 3	Res 4	Inpatient	Short Term Res	RB1	RB2	RB3
30	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
5.58	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
30	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
5.58	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

Child Substance Abuse

Detox	Res 1	Res 2	Res 3	Res 4	RB1	RB2	RB3
N/A	N/A	165	N/A	N/A	N/A	N/A	N/A
3.35	N/A	15.32	N/A	N/A	N/A	N/A	N/A
0	N/A	165	N/A	N/A	N/A	N/A	N/A
3.35	N/A	15.32	N/A	N/A	N/A	N/A	N/A

The number of Beds that are occupied as of: 9/1/2015

CSU Additional Info

Program Description	Beginning Census	New Admissions	Discharges
Adult Mental Health			
Child Mental Health			

This information must be filled out if any beds are contracted by DCF for CSU

SAMH

Adult Mental Health

CSU	Res 1	Res 2	Res 3	Res 4	Inpatient	Short Term Res	RB1	RB2	RB3
	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

Adult Substance Abuse

Detox	Res 1	Res 2	Res 3	Res 4	RB1	RB2	RB3
	N/A			N/A	N/A	N/A	N/A

Child Mental Health

CSU	Res 1	Res 2	Res 3	Res 4	Inpatient	Short Term Res	RB1	RB2	RB3
	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

Child Substance Abuse

Detox	Res 1	Res 2	Res 3	Res 4	RB1	RB2	RB3
N/A	N/A		N/A	N/A	N/A	N/A	N/A

Self Pay

Adult Mental Health

CSU	Res 1	Res 2	Res 3	Res 4	Inpatient	Short Term Res	RB1	RB2	RB3
	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

Adult Substance Abuse

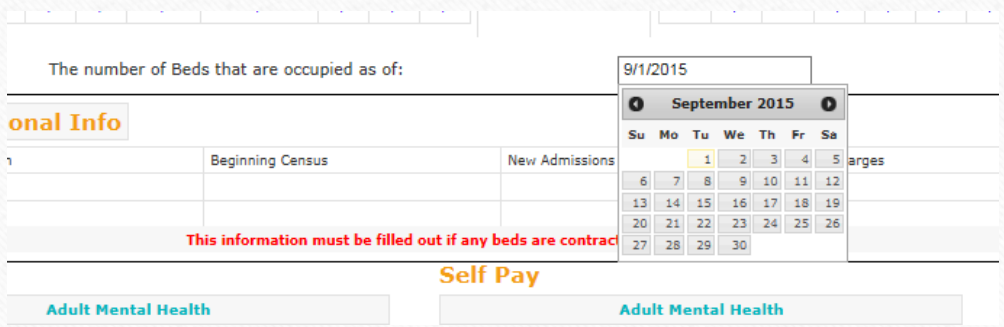
Detox	Res 1	Res 2	Res 3	Res 4	RB1	RB2	RB3
	N/A			N/A	N/A	N/A	N/A

Child Mental Health

CSU	Res 1	Res 2	Res 3	Res 4	Inpatient	Short Term Res	RB1	RB2	RB3
	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

Child Substance Abuse

Detox	Res 1	Res 2	Res 3	Res 4	RB1	RB2	RB3
N/A	N/A		N/A	N/A	N/A	N/A	N/A



The number of Beds that are occupied as of: 9/1/2015

September 2015

Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

onal Info

	Beginning Census	New Admissions	arges

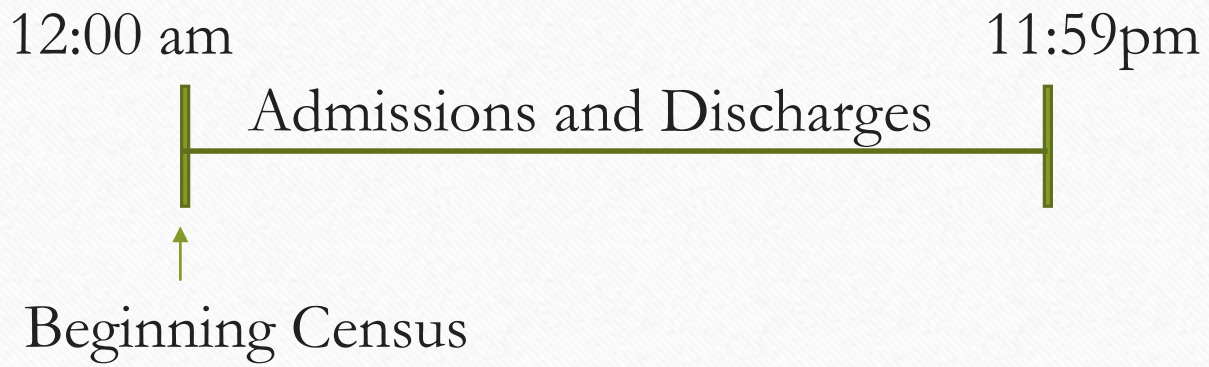
This information must be filled out if any beds are contract

Self Pay

Adult Mental Health

Adult Mental Health

Admissions and Discharges



Reporting Time and Frequency

Mental Health

- Daily
  - For example:
    - Today – enter yesterday's bed count data (census between 12:00 am and 11:59 pm) under yesterday's date.
- CSU census data collected on weekends and holidays may be submitted into the bed count module on the following business working day.

Substance Abuse

- Weekly – Mondays
  - On Monday, enter the bed count data for the last 7 days.
  - If a holiday falls on a Monday and the provider is closed, the provider may submit the substance abuse census the next business working day.

References

- Mental Health
  - House Bill No. 79
    - http://laws.flrules.org/2015/102
  - Florida Administrative Rule 65E-12.111 (*in development*)
    - https://www.flrules.org/gateway/View_Notice.asp?id=16319103
  - DCF Pamphlet 155-2 Chapter 16
    - http://www.dcf.state.fl.us/programs/samh/publications/155-2-v11-1-2/C16CSSUver11.1.2.pdf
- Substance Abuse
  - Substance Abuse Prevention and Treatment Block Grant (SAPTBG)
    - http://centralfloridacares.org/wp-content/uploads/2014/03/The-Importance-of-Block-Grant-Reporting.pdf
- Manuals
  - https://www.cfchsdata.org
    - Resources Tab

Central Florida Cares
Health System

Questions?

Contact Information

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