



ALCOHOL, DRUG & MENTAL HEALTH SERVICES  
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Date: August 12, 2015

To: All ACBHCS Providers

From: Donna Fone, LMFT, LPCC  
Interim QA Administrator

Re: Sample Mental Health Forms now posted on ACBHCS Provider's Website

County Providers have requested samples of Mental Health Forms that meet Clinical Documentation Standards for Medi-Cal Services. We are posting three such form templates to the ACBHCS Provider Website (forms/clinical templates): <http://www.acbhcs.org/providers/Forms/Adultform.htm>

- The *Adobe pdf* versions of these forms may be printed out and utilized as hand-written documents.
- The *Microsoft Word* documents versions of these forms may be downloaded and modified as you desire in the creation of your own clinic/agency's forms. Note, these Word documents were not created to be fillable online.

These are **not required** forms. We have reviewed them and find them to represent a Quality (and Medi-Cal Compliant) MH Assessment, Client Plan, and Progress Note. As Quality templates, **they exceed** the current minimum ACBHCS compliance requirements as reflected in the *Regulatory Compliance Tool*: [http://www.acbhcs.org/providers/QA/docs/qa\\_manual/8-2\\_Regulatory\\_Compliance.pdf](http://www.acbhcs.org/providers/QA/docs/qa_manual/8-2_Regulatory_Compliance.pdf)

If you have any questions regarding utilization of these templates, you may email your QA Technical Assistance contact. The contacts are listed below and each Clinical Review Specialist handles the Provider's whose umbrella organization's name begins with the indicated letters.

Master Contract Organizations (MCO or CBO) and County Clinics:

A – C: Michael De Vito, LMFT; [mdevito@acbhcs.org](mailto:mdevito@acbhcs.org)

D – O: Jennifer Fatzler, LMFT; [jfatzler@acbhcs.org](mailto:jfatzler@acbhcs.org)

P – Z: Tony Sanders, PhD; [asanders2@acbhcs.org](mailto:asanders2@acbhcs.org)

Network Providers:

A – F: Michael De Vito, LMFT; [mdevito@acbhcs.org](mailto:mdevito@acbhcs.org)

G – P: Jennifer Fatzler, LMFT; [jfatzler@acbhcs.org](mailto:jfatzler@acbhcs.org)

R – Z: Tony Sanders, PhD; [asanders2@acbhcs.org](mailto:asanders2@acbhcs.org)

Please note that the MH Assessment template is culturally inclusive regarding sexual orientation and gender identity. If your agency is in need of cultural competence training in either of these areas please consult with Tony Sanders, PhD ([asanders2@acbhcs.org](mailto:asanders2@acbhcs.org)) who will assist you in locating appropriate trainers.

