Alabama CCBHC Demonstration Entry Timeline

Task	CCBHC Pre-Certification Meeting	SAMHSA Compliance Checklist	ADMH CCBHC Provider Application	Cost Report	Provider NPI	Medicaid Enrollment Application	Community Needs Assessment (CNA)	CCBHC Preparation Meeting	Desk Audit	Technical Assistance (HMA)	Netsmart Integration	Site Visit	Weekly Check In	SAMHSA Approval
Description	A virtual meeting designed to discuss ADMH's CCBHC certification timeline and process with Prospective CCBHCs.	The *SAMHSA CCBHC Compliance Checklist* serves as a tool to help ADMH assess the Prospective CCBHC's eligibility and readiness for entry into the Demonstration.	Prospective CCBHCs must submit an *ADMH CCBHC Provider Application* attesting to compliance with the CCBHC Certification Criteria requirements as well as standards and requirements governed and mandated by ADMH.	Prospective CCBHCs are required to complete a **Cost Report** that includes the costs to provide the required and allowable CCBHC services and activities at all site locations to all recipients of care. Prospective CCBHCs must work with ADMH & Medicaid to establish the rate for payment and covered services within the CCBHC using the CMS-approved CCBHC Cost Reporting tool.	A new **National Provider Identifier (NPI)** is required for Prospective CCBHCs in order to submit claims for reimbursements *(PPS Rate)*.	A new **Medicaid Enrollment Application** (paper application) is required for Prospective CCBHCs. This ensures providers are eligible for Medicaid reimbursement. This process requires a background check for a new *Medicaid Provider ID*.	Prospective CCBHCs must submit an ADMH approved **Community Needs Assessment (CNA)** for each designated service area (i.e. county in which the Prospective CCBHC serves) during initial certification, then at minimum, every three years in alignment with CCBHC re-certification.	A virtual meeting designed to aid in preparation for entry into the Demonstration. During this session, ADMH will review program requirements, and address any concerns to help ensure the Prospective CCBHC is ready to begin the certification process.	**Desk Audit** allows ADMH an opportunity to ensure regulatory compliance, evaluate internal processes, and verify program eligibility.	**Technical Assistance** is required for prospective CCBHCs to help build capacity and ensure alignment with the Certification Criteria and ADMH requirements.	Prospective CCBHCs will begin collaborating with ADMH & Netsmart to begin the integration process for electronic health records and data management.	ADMH will conduct **Site Visit(s)** to the Prospective CCBHC to verify that program requirements are being met and implemented in practice; site visits may include other ADMH staff, as appropriate.	ADMH will conduct weekly check-ins with Prospective CCBHCs to monitor progress toward readiness, identify potential challenges, and address concerns. Additional technical assistance will be provided as needed.	Prospective CCBHCs must obtain approval from SAMHSA in order to participate in the Demonstration. SAMHSA will issue a decision within 60 calendar days of receiving the request submission.
Requirements	Required as part of CCBHC Certification Process	Must be completed in entirety to be accepted by ADMH	Must be completed in entirety to be accepted by ADMH	Disbursement of payment is contingent upon final rate confirmation & approval of services rendered	CCBHC NPI required before applying for Medicaid Enrollment Application	Must have Medicaid Provider ID before applying to SAMHSA	Must be ADMH approved template	Required as part of CCBHC Certification Process	Deficiencies may impact entry date	Required as part of CCBHC Certification Process	Required as part of CCBHC Certification Process	Required as part of CCBHC Certification Process	Required as part of CCBHC Certification Process	Acceptance into the Demonstration does not guarantee a preferred entry date.

Please note that the timeline and associated dates are suggestive only. While a 9-month timeframe is anticipated, delays may occur due to deficiencies in submitted materials or concerns arising during the CCBHC Certification Process.
Although specific deadlines have not been set for each step of the certification process, we strongly encourage prompt submission of all required materials to avoid any potential delays.

Entry Date	CCBHC Pre-Certification Meeting	SAMHSA Compliance Checklist	ADMH CCBHC Provider Application	Cost Report	Provider NPI	Medicaid Enrollment Application	Community Needs Assessment (CNA)	CCBHC Preparation Meeting	Desk Audit	Technical Assistance (HMA)	Netsmart Integration	Site Visit	Weekly Check In	SAMHSA Approval
July 1	Per Request	Oct. 1	Oct. 1	Mar. 1	Mar. 1	Mar. 1								
October 1	Per Request	Jan. 1	Jan. 1	Jun. 1	Jun. 1	Jun. 1								
January 1	Per Request	Apr. 1	Apr. 1	Sep. 1	Sep. 1	Sep. 1								
April 1	Per Request	Jul. 1	Jul. 1	Dec. 1	Dec. 1	Dec. 1								