

NON-BILLABLE PROCEDURE CODES FOR MH & SUD

Nonbillable functions are often something that our providers must document to clearly identify an event with clients. The table below highlights all nonbillable actions that can be entered into the SmartCare system.

Procedure Name Displayed in EHR	Procedure Definition (Developed by CalMHSA)	APPLIES TO
General Outreach	An outreach activity not tied to a specific client. For example: running a mental health/behavioral health booth at a local fair. This would be used in conjunction with an Organizational Client.	MH & SUD
Targeted Outreach	An outreach activity tied to a specific client. For example: law enforcement has a list of high-risk individuals that county MH is reaching out to in order to get them into treatment.	MH & SUD
Quality Improvement Activities	Any type of Quality Improvement and/or administrative time, such as chart review, attending a QI-related meetings, etc.	MH & SUD
Consults to External Providers (Non-billable)	Documents consults with physical health care providers, primary care providers or other relevant healthcare providers.	MH & SUD
Transportation	Documents services that are strictly transportation related. If a billable service was provided during the transport, the appropriate billable procedure code should be selected.	MH & SUD
Client Non-Billable Srv Must Document	Any other non-billable service that must be documented and is not better accounted for by other available non-billable procedure codes.	MH & SUD
Prev Prob Identification-AOD	Used to track SABG funded primary prevention activities using this strategy	N/A
Prev Education-AOD	Used to track SABG funded primary prevention activities using this strategy	N/A
Prev Community Based-AOD	Used to track SABG funded primary prevention activities using this strategy	N/A
Prev Info Dissemination-AOD	Used to track SABG funded primary prevention activities using this strategy	N/A
Prev Environ Strategy-AOD	Used to track SABG funded primary prevention activities using this strategy	N/A
Prev-Alternatives-AOD	Used to track SABG funded primary prevention activities using this strategy	N/A
Quality Assurance-AOD	Used to track SABG funded quality assurance activities	SUD – SABG funded only
Inpatient Psychiatric Procedure	Used to document a non-billable psychiatric procedure done in an inpatient unit	MH
Shift Summary	Used to document a Shift Summary note when a client is in an inpatient or residential facility. This is a non-billable service, as the services will be bundled for these facilities.	MH & SUD
Non-Billable Bed Procedure	Used to track non-billable bed days or bed procedures not otherwise captured elsewhere for facilities that do bed management (IP/CSU/Res)	MH & SUD
Brief Contact Note	Used to document a brief, non-treatment services contact with the client, such as confirming an appointment.	MH & SUD

Procedure Name Displayed in EHR	Procedure Definition (Developed by CalMHSA)	APPLIES TO
Residential Daily Note	Used to document your daily summary note for residential services.	MH & SUD
Non-Billable Attempted Contact	To be utilized when documenting attempts to contact a client but have been unsuccessful in reaching them.	MH & SUD
Attestation Note	Used for attendings if they want to add any additional context to the original note by residents/NP. We recommend attaching this note to the original note written by the resident/NP.	MH & SUD
Medical Non-Billable Note	Used for documenting clinical and medical activity for which there is no existing code. (eg. reviewed, labs, charts, and messages without any patient or with other care providers interactions and/or when reviewing hospital records, it was not in conjunction with influencing the diagnosis).	MH & SUD
Legal Report Writing Note	Used when writing reports or documentation for court or legal proceedings, including LPS Conservatorship assessments, JV220s, or other court-related documents. This is also used for other reports, such as making CPS or APS reports, entering state reporting items, or writing grant-required reports for a specific client.	MH & SUD
CARE Act - Notice Activity	Used when a staff member is drafting notices for CARE Act processes, including all hearing and appearance notices, CARE Agreement notices, etc.	N/A
CARE Act - Outreach and Engagement	Used for documenting all outreach and engagement activities required to engage the respondent. Also used when developing a CARE Agreement with the respondent.	N/A
CARE Act - Court Report Activity	Used when a staff member is drafting needed reports for CARE Act processes, including CARE Agreement, Clinical Evaluation, CARE Plan, etc.	N/A
CARE Act - Hearing Time	Used to document activities that occur and time spent during CARE Act hearings.	N/A
Mobile Crisis Dispatch Screening	Used to document the screening provided to determine if the Mobile Crisis Team is dispatched to a location or not.	MH
Mobile Crisis Follow-Up	Used to document required follow-ups for Mobile Crisis Encounter.	MH
CARE Act - Data Reporting	Used for data reporting activities related to the CARE Act	N/A
PEI Outreach	Used to track MHSA PEI outreach activities. This will often use a pseudo-client, as many are not targeted to a specific client, but rather community-held outreach events.	MH
Room and Board	Used to track Room and Board services. These aren't billable to Medi-Cal but may need to be tracked for other reimbursement or tracking purposes.	MH & SUD
Bed Hold Day	Non-billable code to use when you're holding a bed for a specific client, but they're currently not occupying that bed.	MH & SUD
Nurse Progress Note (IP/PHF/CSU/Res)	Used by nurses to record their progress note.	MH & SUD