

**To:** MH System of Care Providers

**Date:** 6/21/17

**From:** Steve Jones, LCSW, QM Program Manager

**Re:** Utilization of *BHA ADULT WALK IN* for Outpatient Programs with Walk In Services

**Effective:** July 1, 2017

This letter is to inform the MH System of Care and Adult/Older Adult Outpatient Programs of a change in BHA requirements. This change is being implemented to improve efficiency and client access to outpatient walk in services.

**IMPLEMENTATION OF *BHA ADULT WALK IN* DOCUMENTATION STANDARDS**

1. The ***BHA ADULT WALK IN*** is acceptable to use for initial behavioral assessments at programs that only provide walk in services (triage, intake, admission) for new clients.
  - a. In these instances, the full ***BHA ADULT*** is expected to be completed in full either at the time the BHA requires an update or at a minimum, when the annual update is required if the BHA has not been updated within one year.
2. If a program receives a referral from an A/OA Walk In Only Clinic (currently Jane Westin and Exodus WIAC), they may use the BHAs that have been completed at the A/OA Walk In Clinic, if it is within the last 30 days.
  - a. In these instances, the receiving program shall update the “Presenting Problem” and “Clinical Formulation”, at a minimum upon admission, to be in compliance with the new County BHA standard.
  - b. The full ***BHA ADULT*** is expected to be completed in full either at the time the BHA requires an update or at a minimum, when the annual update is required if the BHA has not been updated within one year.
3. All timeline requirements for all BHAs remain the same.

Please direct any questions to [QIMatters.hhsa@sdcounty.ca.gov](mailto:QIMatters.hhsa@sdcounty.ca.gov)