

# ASAM Reporting: Youth & Providers Not in SmartCare



## ASAM Reporting Process for All Youth Programs and Providers Not in SmartCare

All Substance Use Disorder (SUD) programs that do not use SmartCare as their primary electronic health record (EHR) for documentation must submit ASAM data to the MIS every month. This documentation includes Brief Initial Screenings, Initial Assessments, and Follow Up Assessments. This information is required for reporting to the Department of Healthcare Services (DHCS).

Additionally, all programs who serve youth, regardless of their EHR, are required to provide ASAM data to MIS monthly for Brief Screenings only. For programs who use SmartCare, Initial Assessments and Follow Up Assessments can be documented in SmartCare, but Brief Screenings must be recorded on the ASAM Reporting Tool and submitted to MIS every month.

For the programs noted above, BHS has developed a process for ASAM data submission that will reduce the need for dual entry and administrative burden.

### Process

1. Every month, SUD programs that do not use SmartCare as their primary EHR must track and submit all ASAM data to MIS, using the ASAM Reporting Tool. All youth programs must track and submit Brief Initial Screenings to MIS.
2. MIS has developed an ASAM Reporting Tool that includes all data elements required for reporting to DHCS. All data elements on this tool must be completed. Please note that each column header contains a comment that provides additional instructions on how the data must be entered.
3. Programs must use a new, blank template every month when submitting data to MIS.
4. Monthly submissions are due to MIS by the 5<sup>th</sup> of every month for the previous calendar month.
5. The ASAM Reporting Tool should be sent to: [EHRSupport.HHSA@sdcounty.ca.gov](mailto:EHRSupport.HHSA@sdcounty.ca.gov).
6. Requests for a new ASAM Reporting Tool can be sent to: [EHRSupport.HHSA@sdcounty.ca.gov](mailto:EHRSupport.HHSA@sdcounty.ca.gov).

For more information or questions, contact [EHRSupport.HHSA@sdcounty.ca.gov](mailto:EHRSupport.HHSA@sdcounty.ca.gov).