



Date: January 18, 2024

DQA Memo 24-001

To: Behavioral Health Providers

From: Otis L. Woods, Administrator, Division of Quality Assurance

## Behavioral Health Providers Non-Expiring Certificates

### Summary

The purpose of this memorandum is to explain the use of non-expiring certificates for Behavioral Health programs regulated by the Division of Quality Assurance (DQA), Bureau of Assisted Living, Behavioral Health Certification Section.

### Background

The Division of Quality Assurance, Bureau of Assisted Living, Behavioral Health Certification Section, began issuing non-expiring certificates for the following programs in 2023.

- **DHS 34** Emergency Mental Health Service Programs
- **DHS 35** Outpatient Mental Health Clinics
- **DHS 36** Comprehensive Community Services for Persons with Mental Disorders and Substance-Use Disorders
- **DHS 61** Community Mental Health and Developmental Disabilities
- **DHS 63** Community Support Programs for Chronically Mentally Ill Persons
- **DHS 75** Community Substance Use Service Standards

### The updated rules include the following provisions:

- Certificates will be issued with no expiration date. Continued certification will be based on compliance with the administrative code.
- New certificates will only be reissued when the provider makes changes to the services provided or branch offices.
- Providers will no longer be required to submit a full renewal application annually. Instead, a biennial summary report listing information DQA has on file will be sent to providers to sign to attest to the accuracy of the information and compliance with the regulations, and to provide staffing information, and the biennial fee.
- Biennial on-site surveys will continue to be conducted but will no longer be linked to the submission of the summary report. The rule change does not impact the current survey process.

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### **Questions**

If you have questions about this memo, please email:

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