

## NOABD PROCEDURE FOR MH & SUD

QA is responsible for monitoring program compliance with client rights, such as issuance of NOABD's. As indicated on the [SmartCare Then & Now EHR Transition Guide](#), the functionality of **generating and tracking of NOABD's are on hold in SmartCare** until we complete the process of updating templates in SmartCare and test functionality. This means a manual process for reporting NOABD info is needed.

### PROCESS

1. On a quarterly basis, legal entities/programs shall track and submit client NOABD data to QA, until this functionality is live in SmartCare.
2. QA revised the existing tracking log currently used by MHP, to be used by both MHP and DMC-ODS programs in this temporary phase.
3. The revised log reduces the amount of information required for tracking/reporting. All elements must be filled in.
4. If no NOABD's are reported for the quarter, programs shall complete the top portion of the log with program information and indicate in the corresponding field for no NOABD's reported.
5. Quarterly submissions are due to QA by the 15th of month following the end of the quarter.
6. Logs should be sent to [gimatters.hhsa@sdcounty.ca.gov](mailto:gimatters.hhsa@sdcounty.ca.gov).
7. Blank logs can be requested by emailing [gimatters.hhsa@sdcounty.ca.gov](mailto:gimatters.hhsa@sdcounty.ca.gov).
8. QA will track receipt of logs to ensure all MHP and DMC-ODS providers are reporting quarterly and will follow-up with programs not submitting.