

## Children's Mental Health Rehabilitation Services Program Licensure Application

### OVERVIEW

The New York State Office of Mental Health (OMH) has released guidance on the licensure process for providers designated to provide Other Licensed Practitioner (OLP) and Community Psychiatric Support and Treatment (CPST) services and for providers interested in pursuing designation for OLP and CPST. These services are part of the new single set of Children and Family Treatment and Support Services (CFTSS) available to children on Medicaid with mental health needs who meet medical necessity.

Effective July 17, 2019, such providers require OMH licensure under a new category called the Children's Mental Health Rehabilitation Services (CMHRS) Program. Under this new licensure category, OLP and CPST must be provided directly by the licensed CMHRS Program. Psychosocial Rehabilitation (PSR), Family Peer Support Service (FPSS) and Youth Peer Support and Training (YPST) may be provided directly by the CMHRS Program or via agreement with another agency who is designated to provide these services.

Additional information on the licensure application process is provided below. The OMH application guidance is available [here](#) and a presentation for providers on the application process is available [here](#). The application for currently designated provider agencies will be due on October 1<sup>st</sup>.

### APPLICATION

All provider agencies interested in applying for CMHRS Program licensure must follow requirements consistent with other established OMH licensed programs, including requirements regarding:

- Application Process
- Certification (Operating Certificate)
- Organization and Administration
- Individual Rights
- Quality Improvement

Provider agencies currently designated for OLP and CPST must complete an E-Z Prior Approval Review (E-Z PAR) application to receive CMHRS Program licensure and continue the provision of such services by October 1<sup>st</sup>. The E-Z PAR application is submitted electronically through the Mental Health Provider Data Exchange (MHPD). Prior to submitting the E-Z PAR, agencies must:

- Have a consultation with the local Field Office, including notification to the Field Office of intent to complete an E-Z Par or to request de-designation; and
- Attach a Letter of Support from the Local Government Unit (LGU) prior to submitting the application.

Currently designated OLP/CPST provider agencies must continue to provide services during the application process to avoid any interruption of OLP and CPST service provision for children and families. If a provider agency elects to discontinue the provision of services prior to October 1<sup>st</sup> and/or

chooses not to apply for CMHRS Program licensure, they must do so via a de-designation process by contacting OMH at [OMH-Childrens-Designation@omh.ny.gov](mailto:OMH-Childrens-Designation@omh.ny.gov).

Provider agencies who are not currently authorized by OMH for the provision of OLP and CPST but who are interested in applying for CMHRS licensure should follow the appropriate next steps according to the below table. OMH will host a forthcoming webinar for providers who are not designated for OLP and CPST and who do not otherwise have an OMH license, but who would like to apply for CMHRS Program licensure by completing a Comprehensive PAR.

**REQUIRED ACTIVITIES FOR CMHRS LICENSURE BY APPLICANT TYPE**

Applicant Type	Required Activities	Service Provision
Current OLP and CPST Designated Provider Agency with Existing OMH Licensure	1. Submit E-Z PAR application by October 1 <sup>st</sup> .	OLP and CPST service provision will not be interrupted during the E-Z PAR application period.
Unlicensed provider agency (i.e. not currently licensed for any OMH program) with completed CFTSS Designation Application (either approved or denied)	1. Complete Comprehensive PAR application. 2. If approved via PAR process, update Designation Application to reflect the provision of such services.	OLP and CPST cannot be provided for the general mental health population until required activities are completed.
Unlicensed provider agency without completed CFTSS Designation Application	1. Complete a CFTSS Designation Application and indicate in the OLP and CPST narrative sections that agency will be engaging in the Comprehensive PAR process. 2. Complete Comprehensive PAR application. 3. Following completion of PAR process, update Designation Application accordingly.	OLP and CPST cannot be provided for the general mental health population until required activities are completed.
Current OMH licensed provider agency without completed CFTSS Designation Application	1. Complete a CFTSS Designation Application and indicate in the OLP and CPST narrative sections that agency will be engaging in the E-Z PAR process. 2. Complete E-Z PAR process. 3. Following completion of E-Z PAR process, update Designation Application Accordingly.	OLP and CPST cannot be provided for the general mental health population until required activities are completed.

## TIMELINE

Applications must be submitted by October 1<sup>st</sup>. A decision on the application is provided to agencies within 30 business days.

Questions may be submitted to [dcfs@omh.ny.gov](mailto:dcfs@omh.ny.gov) or to the agency's regional Field Office. Inquiries will be used to develop a FAQ document to be shared with applicants.