

February 21, 2023

To all SB 123 stakeholders:

In an effort to streamline the billing process for Presentence Assessment for SB 123 offenders, we have updated some of the procedures for both referring agencies (Court Services or Community Corrections) and treatment providers. Below, please find information related to the responsibilities for each party with regard to these recent updates.

Referring Agencies (Court Services or Community Corrections)

Because we do not receive a file containing Presentence offenders' information, it is **required** that the person referring the offender for a Presentence Assessment complete BOTH the online eligibility form and the Client Placement Agreement. The online eligibility form is a secure form required to build the offender's profile in Beacon's billing system and to verify that the offender is presenting for an SB 123 Presentence Assessment. It can be accessed by emailing sb123payments@ks.gov for a link and takes approximately 5 minutes to complete. This form should only be completed by the CSO or ISO referring the individual for assessment and should not be distributed to offenders or providers. The Client Placement Agreement (CPA) acts as a receipt of mutual understanding between the referring agency and the treatment provider; the treatment providers require this document to bill for the assessment and it is integral in maintaining positive stakeholder relationships. The CPA has been modified to clarify the roles of CSOs and ISOs; some information may not apply to you depending on your position and the form has been constructed to allow each referring agency to indicate their role. Please complete BOTH forms; if both are not completed, we will be unable to construct the billing profile and enter the individual into the system. This may create delays and friction between the referring agency and the provider.

Treatment Providers

These changes represent a more streamlined, but still not immediate, process for billing Presentence Assessment. Where it could take months to receive payment previously, the new process may only take a couple of weeks. We appreciate your patience as we attempt to make the process more user friendly and more expedient for you. As this procedure is new and we are working through anticipated setbacks, timely filing will be waived for those experiencing issues with billing Presentence Assessment. If you are experiencing difficulty with billing claims or authorizations, please create an email and copy BOTH Beacon and sb123payments@ks.gov on that email so we can most efficiently address your concerns. Additionally, if you experience any difficulties obtaining a signed CPA, please feel free to contact us for assistance in resolving this issue. We recommend that you do not schedule offenders for assessment until a CPA has been signed. Please note, the CPA can be generated by either the referring agency or the treatment provider but must be signed by both.

We understand that these changes can be frustrating and challenging at first. Our hope is that this system will increase the efficiency of the Presentence Assessment billing process for the time being. Please remember that we are all working together toward the same goals of providing offenders with critical services to address addiction. We encourage constructive feedback on these processes as they change and maintain that there is no place for unprofessional behavior between stakeholders or toward program staff. If you have any questions or concerns regarding the policy itself, you may address them to kira.johnson@ks.gov. For case specific inquiries, please copy both KSSC's sb123payments@ks.gov email and Beacon (kansasclinical@beaconhealthoptions.com) on your email.

Thank you for your understanding and patience. We look forward to working with you to improve the process.

Best,

SB 123 Team