



CY 2023-2025 COMMUNITY ASSESSMENT AND PLAN (CAP) FREQUENTLY ASKED QUESTIONS (FAQ)

Crisis Services

Q: How should the regional funding received for crisis work be categorized for Q8 and Q9?

- The regional funding provided by OhioMHAS is to be considered State General Revenue Funding (GRF).

Q: Where do we send our completed Q2 crisis spreadsheet?

- Please email the original completed spreadsheet to - QPRBoardDocs@mha.ohio.gov.

Q: For Q2 of the Crisis survey, are we only identifying the providers that are actually located in our Board area? If so, do we need to do the same for the providers that we are collaborating with outside of our Board area?

- Yes, on the Q2 spreadsheet of the Crisis Services survey, we only want those providers identified that are providing any of the services listed in Column A in your Board area.
- No, you do not have to identify the providers you are collaborating with outside of your Board area. We are only looking for a Yes or No if you are financially contracting with a provider for those services outside of the Board area (Column F), or if a provider is accepting referrals from you for services located outside of your Board area (Column G).

Q: On Question #3, are you looking for us to include numbers from out-of-county providers (e.g., providers we use through regional crisis funding and/or other local funds) or just the numbers for providers located in our county? We may have difficulty getting out-of-county figures, plus we do not always know when clients go out-of-county for services.

- Yes, we are requesting that you include the numbers from out-of-county providers that are providing crisis services to individuals that reside in your Board area whether that be through a direct contract or those receiving regional funding.

Q: What is the due date for the crisis survey?

- The Crisis Services Survey is to be completed by Friday, October 7th.

Q: How should indigent funding be categorized for Q8?

- The intent of the funding is essentially to supplement services at the Regional Psychiatric Hospitals (RPHs) due to the changes in access because of COVID restrictions, etc. Because of that, OhioMHAS is limited to using the funding for services and populations found at the RPH; primary mental health hospitalization and adults 18+. It is not intended to fund diversion of patients from the level of care that the RPH offers. Instead, it should be funding the same service, just somewhere other than the RPH. Based on this, unless you can detail/confirm that an identified crisis service was provided to an individual with an acute hospitalization need, these dollars cannot be applied to these services.

Q: For Q8, do we include the funding of services to providers outside of our Board area?

- No, only include services that are available inside your Board area.
- You can include how you are also funding services located outside of your Board area in Q9.

Q: Our Board area does not have a Crisis Planning Committee/Task Force, is this a requirement for us to have to complete our CAP?

- No, the committee/task force is not a formal requirement for the CAP to be approved.

Continuum of Care Service Inventory

Q: Should we include 988 in our Service Inventory?

- We have not included 988 yet in our service inventory requirements. That may change, however, with the next planning cycle but it is not a required component for the 2023-2025 service inventory.

Q: Is the Continuum of Care Service Inventory requirement the same as it has been for previous community plans?

- Yes, the requirements and the Service Inventory spreadsheet are identical to previous versions of the Community Plan.

CAP Plan

***Q: Are we permitted to have more than one strategy for each priority area?**

- Yes. The CAP only requires one strategy per priority area, but if you would like to include more than one, please add it to the Plan template and submit the template with the instruction that there are multiple strategies that you would like to have included in the final version of the CAP. We will add the strategies on the back end.

***Q: Are we permitted to have more than the identified priorities that are included in the CAP templates?**

- Yes. If you would like to include additional priorities in the CAP, please add it to the Plan template and submit the template with the instruction that there are multiple priorities that you would like to have included in the final version of the CAP. We will add the priorities on the back end.

***Q: Can you please share the items included in the drop-down list for the Hospital Services question in the CAP Plan Q6/Q177?**

- Lack of Board capacity to staff a transition planning liaison
- Lack of communication/cooperation from state regional psychiatric hospital
- Lack of communication/cooperation from private psychiatric hospital(s)
- Lack of need for hospitalization, Lack of access to state regional psychiatric hospital
- Lack of access to private psychiatric hospital(s)
- N/A
- Other

Q: Can we use the same strategy for multiple priorities? For example, I saw workforce under the quality tab on the indicator so I'm assuming this would be an allowable goal. Can we also include workforce as a goal under SUD Treatment?

- Yes, you can use increasing workforce as a strategy under multiple priority areas.

Q: As we are preparing our SMART goals, are we permitted to have more than one target?

- Yes, you can have more than one target. We had not anticipated this request when we built the model. If you do want to include more than one, that's great! Choose one to include with the submission, and include the other on the CAP Plan template and email that to QPRBoardDocs@mha.ohio.gov and let me know that it is to be included, and we'll work through it on the back end and make sure that it's added to your CAP.

Q: For the CAP Plan section, what will we be using to complete the Annual Updates, the information in Question #2 or Question #3?

- To complete the Annual Progress Reports, you will be using the outcome indicator that you identified in Q2 on the Plan template. That indicator is then used to complete Q3. Q3 gets into the details about where you will be getting the data, the identification of the baseline, and your targets.

Q: For Question 6 on the CAP Plan template, it says that “Boards are provided a dropdown list of potential challenges...” but I can’t find the list. Where is it?

- This list was inadvertently omitted from the template. As you are completing the actual survey, a list of challenges will be available for you to choose from. Those challenges include Lack of Board capacity to staff a transition planning liaison, Lack of communication/cooperation from state regional psychiatric hospital; Lack of communication/cooperation from private psychiatric hospital(s), Lack of need for hospitalization, Lack of access to state regional psychiatric hospital, Lack of access to private psychiatric hospital(s); N/A; Other.

CAP Assessment

***Q: Do you know where we would be able to get the information for question 6 part A in which it asks the total number of certified service providers in our Board area across the continuum of care?**

- This is just from the general knowledge of your Board area. We are asking how many providers (not just certified, but all providers) that the Board is aware of across the continuum. It’s essentially the universe of BH providers that you are aware of in your Board area.
- The second part of the question is of that universe that your Board aware of, how many of those providers does the Board have a formal agreement with for services.

***Q: For the Board strengths section, I don't see a narrative section included in this part the way other sections have. Can you confirm this is correct? In the submission, is a narrative/explanation needed for the three strengths, or are they simply identified as checkboxes?**

- No, there was not a narrative section included with that question. If you would like to add some narrative, you can choose one of the “Other” options and add narrative in that dialogue box. Other than that, the checkmarks will suffice.

Q: We are working through the Social Determinants of Health section of the CAP Assessment; we were wondering what level of comparison do we need to look at to determine if any of these factors are drivers in our communities? For example, with poverty or low wages, do we use the state data that you provided in the county profiles, or do we use our local data and compare poverty and wages locally?

- Always use local data if you have it available. The data in the county profiles is meant to be a resource for you, but if you have local data that allows for a more accurate comparison, please use that in any area possible.

Q: As a multi-county board, how do you want us to approach the CAP questions that ask us to rate the level of challenge? For example, one county is showing a suicide rate that is below the state average. Another county is in the red and at a rate above the state average. While this is not a great example because suicide is a priority regardless, this is a good example of different scores/needs in two of our counties.

- If there are multiple differences like that, you can choose to include one answer by choosing one of the options in the table/list and provide any differences with another county in the narrative option at the end of each segment. See below for an example.
 - e. **Optional: Additional assessment findings.** Describe any notable trends, qualitative findings or other assessment results regarding mental health and addiction outcomes that are relevant to your plan.
- We have an identical question at the end of each segment of the assessment that can be used in this manner.

Q: Page 7 of the Assessment template lists a number of indicators to review that are related to the social determinants of health, but not all of them are listed on our county profile. Is our profile missing this information?

- No, the county profiles that were developed do not contain all of the indicators listed for Q3 on Page 7 of the Assessment template. We cultivated what publicly available data we had access to that we thought could be of use to the Boards during the assessment. The other indicators that are listed could be valuable as you progress through the assessment process but are best identified or analyzed at the local level via your local partners.

General CAP Questions

***Q: I'm still unclear how capital planning is supposed to be woven into the plan. I don't see any direct questions. I thought this was discussed somewhere, but I can't seem to locate it in the documents.**

- There isn't a direct requirement of include anything related to capital needs in the CAP. We just wanted you to keep in mind any capital investments that may aid in the implementation of your priorities/strategies going into the next few years. The Bureau of Capital Planning and Management will reach out to formally start that planning process in January/February.

***Q: Is there a way to see all of the questions at once in the survey portal?**

- Yes, you can choose the print option at the bottom of the first page and that will open a new browser window that will give you the ability to see and print all the pages of the survey at once.

Q: Will we be getting back what we submit in January?

- Yes, we are in the process of developing a standardized template that we populate with the information that you will be submitting. Each Board will receive that completed template to share locally once your CAP is approved. This template is what will also be placed on our website.

Q: I understood the progress report as something we will update annually. Someone else thought quarterly. Can you advise?

- The progress reports will be due annually. The reports will be due each February for the preceding year:
 - The progress report for 2023 will be due Thursday, February 15, 2024.
 - The progress report for 2024 will be due Monday, February 17, 2025.
 - The progress report for 2025 will be due Monday, February 16, 2026.

Q: Do I have to complete the surveys once I start, or can I complete the survey over multiple sessions?

- You can save the surveys and revisit as many times as needed to complete the surveys. There are save buttons at the bottom of each page and the system automatically saves once you advance to the next page.
- You can use the original link to access the survey as many times as needed.

Q: Where can I find the CAP documents?

- The supporting documentation for the CAP can be found here - <https://mha.ohio.gov/supporting-providers/apply-for-funding/for-current-awardees/02-community-planning>

Q: Where can I find the County Profiles?

- The county profiles can be found here - <https://mha.ohio.gov/research-and-data/data-and-reports/county-assessment-data-profiles>

Q: Where will the CY 2023-2025 CAP documentation, resources, and recordings be posted?

UPDATED ON 12/19/2022
New questions are marked

- All documentation and recordings will be made available here and updated accordingly.

<https://mha.ohio.gov/supporting-providers/apply-for-funding/for-current-awardees/02-community-planning>

Q: What is the due date for the Community Assessment and Plan?

- Submission of the CAP and all associated documentation is due by January 30, 2023.