



**To:** ADAMH network provider SHARES users  
**From:** Justin N. Curtis, Director, SHARES Enterprise Services  
**CC:** ADAMH Senior Staff, ADAMH business units  
**Date:** February 15, 2021  
**Re:** SHARES/SmartCare Transition Memo #5 – Contract Year 2020 SHARES Deadlines

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In previous communications, the ADAMH Board has provided guidance regarding the decommissioning of the current SHARES system and the implementation of the new SmartCare system in the first quarter of 2021. The SHARES system will no longer be available to provider agency staff as of February 26, 2021 and will be decommissioned permanently following completion of final Contract Year 2020 processing activities by the Board in March 2021.

Please note the following key dates for SHARES users:

- The last day to submit new enrollment requests and enrollment updates in the SHARES system will be **Thursday, February 18 at 5:00 PM**. Enrollment functionality in SHARES for provider users will be disabled on Friday, February 19 and users will not be able to access the system from that point forward.
- The last day to submit claims for reimbursement for service rendered in 2020 will be **Thursday, February 25 at 5:00 PM**. Simple claims and 837 claim files submitted as of this date will be included in the final claims run process in SHARES. Claims functionality in SHARES for provider users will be disabled on Friday, February 26 and users will not be able to access the system from that point forward.

The ADAMH Board of Franklin County has also been working with the SmartCare vendor to launch the SmartCare environment for live production on March 1, 2021 for Contract Year 2021 consumer enrollments and claims submissions. ADAMH is requesting that providers “hold” new consumer enrollment requests, enrollment updates and claim file submissions (and/or simple claim submissions) until the new SmartCare environment is in live production on March 1 and provider user access has been established.

Additional details regarding the planned transition of current client records and eligibility spans from SHARES to SmartCare is addressed in Transition Memo #6 and information on the planned roll out of training for provider staff in the SmartCare system is addressed in Transition Memo #7.

We appreciate your patience with this process and welcome any questions or concerns during this transitional period. Please contact Justin Curtis at [jcurtis@adamhfranklin.org](mailto:jcurtis@adamhfranklin.org) or the Enterprise Services team at [shares@adamhfranklin.org](mailto:shares@adamhfranklin.org) with any questions or concerns related to this guidance.