



To: ADAMH Provider Network CEOs, CFOs and SmartCare enrollment and claims leads
From: Justin N. Curtis, Director of Enterprise Services
CC: ADAMH Senior Staff, ADAMH business units
Date: May 5, 2022
Re: SmartCare Update Memo #8 – May 5 Update

This memo provides guidance regarding the minimum encounter claim thresholds in place for provider allocations effective May 2022. As a reminder, questions regarding SmartCare billing and claims may be directed to the Enterprise Services Team via e-mail or (for questions with PHI) through the Provider Help Desk (JitBit) ticketing system.

Minimum Encounter Claim Thresholds for May 2022

In accordance with the KY22 Provider Contract, all reimbursements are being made via monthly block grant requests submitted to ADAMH's Fiscal department in accordance with the Board's policy and procedures. For any block grant that is not exempt from the minimum encounter claim threshold, provider agencies are required to submit encounter claims in SmartCare.

For the KY22 contract year provider agencies are required to submit encounter claims in SmartCare to meet minimum benchmarks on a monthly basis before receiving additional reimbursement. The first monthly benchmark requires that providers have submitted encounter claims equal to 5% of the block grant allocation effective April 30 before the May block grant request can be disbursed. For reference, the full reimbursement schedule with future monthly minimum thresholds can be found on the ADAMH Provider Portal website in the SmartCare section online at <https://adamhfranklin.org/provider-portal/#SmartCare> under Guidance Documents.

As noted in Memo #7, ADAMH is producing an Allocation Balance Statement (ABS) report which provides details regarding approved claim totals in comparison to budget allocations which will be useful for providers to determine if the minimum threshold has been met. This report is uploaded to the Planning & Evaluation SFTP folder located at <https://files.adamhfranklin.org> on the first and third Wednesday of each month. Providers needing access to the SFTP folder should contact the ADAMH IT Help Desk at helpdesk@adamhfranklin.org for the user account request form.

Questions regarding the block grant request form or funding holds resulting from the minimum claims threshold not being met may be directed to Mark Lambert, Senior Director of Finance, by e-mail at mlambert@adamhfranklin.org. For issues or other questions regarding claims submitted in SmartCare providers may reach out to the Enterprise Services Team via e-mail at shares@adamhfranklin.org.