

## CCBHC CNA FAQs

- **When should the CNA template be completed and submitted to DMS?**  
CNA should be complete and submitted to DMS by September 30, 2024. Agency may submit at an early date if CNA activities are complete prior to September 30, 2024.
- **Should each tab identify the data set(s) used to complete that tab?**  
Each tab has instructions on which data set(s) may be used to collect the data.

### Data Source Tab

- **Which year do we use when accessing the U.S. Census Bureau website?**  
Please use the 2022 estimated numbers.

### Regional Demographic Data Tab

- **Can we use real numbers and not percentages?**  
Please report the percentages in the appropriate cells. When comparing data using percentages are a more effective way to present a clear and concise representation of the results.
- **Doing an average of the columns by county in the Regional Demographic Data tab on percentages can lead to skewed results**  
The “Service Area Population Total” has been updated to calculate the sum instead of averaging. Describe any positive or negative trends identified in the “Free Response Questions” tab.
- **The AMI population is disaggregated by race/ethnicity. The table is not set up to do the same for the SUD population. We were wondering the reasoning behind that or if there was oversight in the template to allow for capture of that for SUD?**  
AMI has been updated to reflect SMI. To remain consistent with your 2021 CNA, the SMI, SED, and SUD section is not disaggregated by race/ethnicity.

### Prevalence MH & SUD Tab

- **On Tables 7 & 8, there is AMI, SED, and SUD listed - SMI is listed on the previous tabs. Do we want to include a column for SMI?**  
The tab has been updated to reflect the change from AMI to SMI on tables seven (7) and eight (8).

- We noted the reference is DSM-IV criteria and we recommend updating that to DSM-V criteria.

The template is updated to reflect DSM-V.

- Rankings for Table 4, 5, 6 could potentially change from year one to year 3-which year should be used as the anchor? Or should all 3 years be combined to complete the rankings?

Use your EHR (agency-specific) data from the last three (3) consecutive calendar years e.g., Years 1 (2021).

The tables reflect the three-year average penetration rates for your service area.

Rankings are not referenced. Data entered in these tables will automatically calculate to reflect the three-year average penetration rate.

- What level of specificity should be included in diagnoses? Should they be broad like "depressive disorders" or include specifiers within the diagnosis like "Major Depressive disorder with psychotic features"?

The Primary Behavioral Health Diagnoses should be document broadly not specifically (e.g., depressive disorders, mood [affective] disorders, anxiety, etc.)

- Regarding SUD, similar question regarding specificity.

The Substances Associated with Substance Use Disorder should be documented broadly not specifically (e.g., alcohol, opioids, alcohol, stimulants, etc.)

- Regarding comorbid conditions-should physical health conditions be included? A breakdown of target pops might better illustrate this? Overall, a more specific definition of comorbidities would be helpful.

Comorbid conditions definition: two disorders/illnesses present in a person with a Serious Mental Illness (SMI) or SUD (including physical conditions.)

### Stakeholder Engagement

- Could be user error, but I cannot get the "type of outreach" drop-down to accept more than one entry-can this possibly be a check box type of field?

You are able to select more than one "Type of Outreach." When selecting more than one "Type of Outreach" it does put a comma after the outreach activity:

Type of Outreach <i>(box will expand to accommodate multiple Stakeholder Types)</i>
Interview, Other

When selecting the “Type of Outreach”, you will not be able to select the same outreach activity twice. Testing confirms the template is working correctly.

### **Assessment of Staffing Tab**

The “Assessment of Staffing” tab has been updated to reflect agency comments and suggestions.

### **2021 CNA Comparison**

- **Is this a required tab or something we are supposed to use internally for our agency?**

Yes, this is a required tab to be completed. Data from 2021 CNA should be entered in this tab for ease in comparison. The results of your agency comparison will be documented in the “Summary of Findings” tab.