

# FY2018 Expanding Access to Quality Substance Use Disorder and Mental Health Services (SUD-MH) Progress Report Guide

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## **Overview**

The purpose of the SUD-MH funding is to support the implementation and advancement of evidence-based strategies to: 1) expand access to quality integrated substance use disorder (SUD) prevention and treatment services, including those addressing opioid use disorder (OUD) and other emerging SUD issues; and/or 2) expand access to quality integrated mental health (MH) services, with a focus on conditions that increase risk for, or co-occur with SUD, including OUD.

Awardees are required to report on their progress with SUD-MH activities through the submission of tri-annual progress reports. The SUD-MH progress reporting measures align with UDS data measures referenced in the [2018 UDS Manual](#). The SUD-MH progress reports require data and a brief summary of your SUD-MH implementation progress including barriers and successes. This guide will assist you in completing your SUD-MH progress report.

## **Question 1: SUD-MH Staffing Positions by Major Service Category**

*Report only the FTEs supported by SUD-MH supplemental funding.*

SUD-MH Progress Reporting Measure	UDS Manual Reference	SUD-MH Progress Report Data Entry
The number of FTEs hired or contracted by your health center to expand access to SUD and/or MH services.	<ul style="list-style-type: none"> <li>• <i>Instructions for Tables that Report Visits, Patients, and Providers</i> (pp. 21-25)</li> <li>• <i>UDS Table 5: Staffing and Utilization</i> (pp. 49-56)</li> </ul>	1. Enter the total number of FTEs in the applicable hired or contracted category from 9/1/2018 to the end of the current reporting period.

## **Question 2: Substance Use Disorder (SUD) Services**

*Report data regardless of funding source (do not limit responses to activities supported by SUD-MH funding).*

SUD-MH Progress Reporting Measure	UDS Manual Reference	SUD-MH Progress Report Data Entry
The number of unduplicated patients receiving SUD services.	<ul style="list-style-type: none"> <li>• <i>Instructions for Tables that Report Visits, Patients, and Providers</i> (pp. 21-25)</li> <li>• <i>UDS Table 5: Staffing and Utilization</i> (pp. 49-56)</li> </ul>	2a. Enter the total number of unduplicated patients receiving SUD services from 9/1/2018 to the end of the current reporting period.
The number of visits for patients receiving SUD services.	<ul style="list-style-type: none"> <li>• <i>Instructions for Tables that Report Visits, Patients, and Providers</i> (pp. 21-25)</li> <li>• <i>UDS Table 5: Staffing and Utilization</i> (pp. 49-56)</li> </ul>	2b. Enter the total number of visits for patients receiving SUD services from 9/1/2018 to the end of the current reporting period.

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### Question 3: Mental Health (MH) Services

*Report data regardless of funding source (do not limit responses to activities supported by SUD-MH funding).*

SUD-MH Progress Reporting Measure	UDS Manual Reference	SUD-MH Progress Report Data Entry
The number of unduplicated patients receiving mental health services.	<ul style="list-style-type: none"> <li>• <i>Instructions for Tables that Report Visits, Patients, and Providers</i> (pp. 21-25)</li> <li>• <i>Table 5: Staffing and Utilization</i> (pp. 49-56)</li> </ul>	3a. Enter the total number of unduplicated patients receiving MH services from 9/1/2018 to the end of the current reporting period.
The number of visits for patients receiving mental health services.	<ul style="list-style-type: none"> <li>• <i>Instructions for Tables that Report Visits, Patients, and Providers</i> (pp. 21-25)</li> <li>• <i>Table 5: Staffing and Utilization</i> (pp. 49-56)</li> </ul>	3b. Enter the total number of visits for patients receiving MH services from 9/1/2018 to the end of the current reporting period.
The number of unduplicated patients who received Screening, Brief Intervention, and Referral to Treatment (SBIRT) services.	<ul style="list-style-type: none"> <li>• <i>Instructions for Tables that Report Visits, Patients, and Providers</i> (pp. 21-25)</li> <li>• <i>Table 6A: Selected Diagnoses and Services Rendered - Line 26b.</i> (pp. 68-75)</li> </ul>	3c. Enter the total number of unduplicated patients who received SBIRT services from 9/1/2018 to the end of the current reporting period.
The number of visits for patients who received SBIRT services.	<ul style="list-style-type: none"> <li>• <i>Instructions for Tables that Report Visits, Patients, and Providers</i> (pp. 21-25)</li> <li>• <i>Table 6A: Selected Diagnoses and Services Rendered – Line 26b.</i> (pp. 68-75)</li> </ul>	3d. Enter the total number of visits for patients who received SBIRT services from 9/1/2018 to the end of the current reporting period.
The number of patients aged 12 years and older who were screened for depression with a follow-up plan documented on the date of the positive screen.	<ul style="list-style-type: none"> <li>• <i>Instructions for Tables that Report Visits, Patients, and Providers</i> (pp. 21-25)</li> <li>• <i>Table 6A: Selected Diagnoses and Services Rendered – Line 21.</i> (pp. 68-75)</li> </ul>	3e. Enter the total number of patients aged 12 years and older who were screened for depression with a follow-up plan documented on the date of the positive screen from 9/1/2018 to the end of the current reporting period.

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### Question 4: Opioid Use Disorder Services

*Report data regardless of funding source (do not limit responses to activities supported by SUD-MH funding).*

SUD-MH Progress Reporting Measure	UDS Manual Reference	SUD-MH Progress Report Data Entry
The number of patients who received medication-assisted treatment (MAT) for OUD from a physician, certified nurse practitioner, or physician assistant with a DATA waiver working on behalf of the health center.	<ul style="list-style-type: none"> <li><i>Other Data Elements – Question 1b. (pp. 187-188)</i></li> </ul>	4a. Enter the total number of patients who received medication-assisted treatment (MAT) services from 9/1/2018 to the end of the current reporting period.
The number of providers who have obtained a Drug Addiction Treatment Act (DATA) waiver for OUD medication-assisted treatment.	<ul style="list-style-type: none"> <li><i>Other Data Elements – Question 1a. (pp. 187-188)</i></li> </ul>	4b. Enter total providers who have obtained a Drug Addiction Treatment Act (DATA) waiver for OUD medication-assisted treatment from 9/1/2018 to the end of the current reporting period.

### Question 5: Telehealth

*Report data regardless of funding source (do not limit responses to activities supported by SUD-MH funding).*

SUD-MH Progress Reporting Measure	UDS Manual Reference	SUD-MH Progress Report Data Entry
Use of telehealth for SUD services.	<i>Other Data Elements – Question 2a3. (pp. 187-188)</i>	5a. Respond (Yes or No) regarding your use of telehealth to provide SUD services.
Use of telehealth for MH services.	<i>Other Data Elements – Question 2a3. (pp. 187-188)</i>	5b. Respond (Yes or No) regarding your use of telehealth to provide MH services.

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**Question 6: Issues and Barriers**

*Minimum of 500 characters and up to 2,500 characters (1 page)*

SUD-MH Progress Reporting Measure	SUD-MH Progress Report Data Entry
New and ongoing issues/barriers that you have encountered in implementing the activities supported with the SUD-MH supplemental funding over the past four months of the reporting period.	<p>6. Enter any issues/barriers within the past four months of the reporting period.</p> <p>Types of issues/barriers to report (but not limited to):</p> <ul style="list-style-type: none"> <li>• Workforce development (e.g. hiring, training, etc.)</li> <li>• Operational issues</li> <li>• SUD-MH Implementation issues</li> </ul>

**Question 7: Successes and Lessons Learned**

*Minimum of 500 characters and up to 2,500 characters (1 page)*

SUD-MH Progress Reporting Measure	SUD-MH Progress Report Data Entry
New and ongoing successes and/or lessons learned that you have experienced in implementing the activities supported with the SUD-MH supplemental funding over the past four months of the reporting period.	<p>7. Enter any successes and/or lessons learned within the past four months of the reporting period.</p> <p>Types of successes and/or lessons learned to report (but not limited to):</p> <ul style="list-style-type: none"> <li>• Workforce development (e.g. hiring, training, etc.)</li> <li>• SUD-MH Implementation</li> <li>• Collaborations and engagements</li> </ul>

**Technical Assistance Resources**

- SUD-MH Technical Assistance Website  
<https://bphc.hrsa.gov/programopportunities/fundingopportunities/sud-mh/>
- Electronic Submission Issues  
Health Center Program Support  
1-877-464-4772  
Web Request Form: <https://www.hrsa.gov/about/contact/bphc.aspx>
- Programmatic Issues or Questions  
SUD-MH Technical Assistance Team  
Email address: [sud-mh@hrsa.gov](mailto:sud-mh@hrsa.gov)