

## **Appendix A-8**

### **Credentialing Criteria**

#### **Introduction**

### **Credentialing Criteria**

The general eligibility criteria for individual practitioners, individual practitioners in a group, and organizational providers to receive a contract includes the following:

1. Complying with all applicable state and federal laws and regulations, licensing and accreditation requirements, and federal and state affirmative action requirements;
2. Conforming to all applicable licensing, certification, or other professional standards as set forth in applicable state and federal laws and regulations;
3. Demonstrating that any suit, claim, proceeding, or disciplinary action that occurred in the previous five years involving mental health or substance use disorder services has either been resolved without adverse findings or has been addressed so that MBHP is assured services will be of acceptable quality;
4. Licensing by the appropriate state agency for the specific service type and accreditation by The Joint Commission or other appropriate national accreditation body;
5. Operates without discrimination to sex, race, creed, physical disability, sexual orientation, or national origin; and
6. Meeting the requirements of the MBHP site-review process including, but not limited to, being able to demonstrate age- and population-appropriate activities, privileges, and restrictions for all defined specialty population units/programs (if applicable).

This document details credentialing criteria for all provider types in scope for credentialing and eligible to join MBHP's network. National Committee for Quality Assurance (NCQA) Managed Behavioral Healthcare Organization (MBHO) standards identify practitioner types as follows:

1. Practitioners are licensed, certified, or registered by the state to practice independently.
2. Practitioners have an independent relationship within the organization.
  - a. An independent relationship exists when the organization directs its Members to see a specific practitioner or group of practitioners, including all practitioners whom Members can select for behavioral and/or substance use disorder services.
3. The listed criteria apply to practitioners within the following settings:
  - a. Individual or group practices
    - i. Groups and solo practices are contracted; individual practitioners are credentialed under the group tax id.
  - b. Facilities
  - c. Rental networks:
    - i. That are part of the organization's primary network, and the organization has Members who reside in the rental network area; and
    - ii. Specifically for out-of-area care, and Members may see only those practitioners or are given an incentive to see rental network practitioners.
  - d. Telemedicine
4. Specialty programs
  - a. Assessment for Safe and Appropriate Placement (ASAP)
  - b. Dialectical Behavior Therapy Program (DBT)

## **Credentialing Criteria for Individual Practitioners, Group Practice, or Organizational Provider-Based Professionals**

### **Credentialing criteria for individual practitioners**

Several licensure levels qualify individuals to serve Members, either in private practice, group practice, or in organizational providers' settings (clinics, agencies, and/or hospitals), as distinguished from those who may practice in organizational providers only. The licensure levels that belong to this classification are as follows:

1. Adult psychiatrists
2. Child and adolescent psychiatrists
3. Developmental behavioral pediatricians
4. Addiction medicine specialists
5. Psychologists (PhD, PsyD, EdD)
6. Master's-level Psychiatric Nurse Mental Health Clinical Specialist or nurse practitioner, certified in adult psychiatric and mental health with the American Nurses Credentialing Center (ANCC)
7. Master's-level Psychiatric Nurse Mental Health Clinical Specialist or nurse practitioner, certified in Child and Adolescent Psychiatric and Mental Health with the American Nurses Credentialing Center (ANCC)
8. Licensed Independent Clinical Social Workers (LICSWs)
9. Licensed Mental Health Counselors (LMHCs)
10. Licensed Marriage And Family Therapists (LMFTs)
11. Licensed Alcohol And Drug Counselor 1 (LADC 1)
12. Licensed Physician Assistant

To join MBHP's network, practitioners must meet certain credentialing criteria. They are as follows:

1. If the practitioner is practicing in an MBHP-network organizational provider or a hospital-based group practice to which MBHP had assigned credentialing, the organizational provider or hospital-based group practice is responsible for individually credentialing all clinical employees providing service to Members, ensuring that they meet MBHP's credentialing criteria.
2. If the practitioner is practicing as an individual practitioner or is in a group of individual practitioners, MBHP will credential and re-credential each individual practitioner. (Group practices have special credentialing considerations. Please see the subsections regarding group practices for more detailed credentialing information.)
3. If an individual provider or an individual in a group practice provides outpatient services to youth under the age of 21, they must be Child and Adolescent Needs and Strengths (MA-CANS) certified in the Commonwealth of Massachusetts upon coming into the MBHP network and must maintain their CANS certification as they are re-credentialed and as long as they continue to work with this population in the MBHP network. MA-CANS certification is required for providers of the following services/levels of care: outpatient therapy, psychiatric inpatient hospitalization, Community-Based Acute Treatment (CBAT), Intensive Community-Based Acute Treatment (ICBAT), Transitional Care Units (TCU), Intensive Case Coordination (also known as Targeted Case Management) (ICC), and In-Home Therapy (IHT). For additional information, please refer to MBHP Provider Alert #48 dated November 10, 2008.

The MBHP Facility/Organizational application requests documentation of all employee hiring policies to validate credentials of staff, along with the organization's Quality policy to define Quality incidents and the remediation of any identified deficiencies.

## General criteria

All of the following general criteria must be met by all network practitioners who serve Members, either in private practice, group practice, or in organizational provider settings (clinics, agencies, and/or hospitals), as distinguished from those who may practice in organizational providers only.

In addition to the profession-specific credentialing requirements, which are listed in the next section, network practitioners must also meet the following as part of the primary verification source process as applicable:

1. Educational degree requirements
2. Licensure/board certification requirements
3. Specialty-related residency requirements
4. Current, valid, unrestricted license to practice the network practitioner's profession in the Commonwealth of Massachusetts
5. If a network practitioner is individually contracted with MBHP, the network practitioner must maintain professional liability coverage of a minimum of \$1,000,000 per occurrence/\$3,000,000 in the aggregate.
6. If a network practitioner is practicing within a hospital, mental health/substance use disorder agency/group, the network practitioner is covered by the hospital, mental health/substance use disorder agency/group's professional liability coverage at a minimum of \$1,000,000 per occurrence/\$3,000,000 in the aggregate.
7. Current, valid, and unrestricted federal DEA and state DEA certificate, as applicable
8. Absence of Medicare/Medicaid sanctions
9. Satisfactory report from the National Practitioner Data Bank, as applicable
10. Accessible 24 hours per day, seven days per week, unless other appropriate arrangements are made
11. Practitioner must be enrolled into a contract with MassHealth as a billing or non-billing provider and provide their PID/SL

## Profession-specific credentialing criteria

All network practitioners must meet the general credentialing criteria listed above. In addition to these general criteria, all network practitioners must meet each of the profession-specific criteria listed below that pertain to their specific profession.

### *Adult Psychiatrist*

1. Doctor of Medicine (MD) or Doctor of Osteopathy (DO) degree received from an accredited medical school
2. Board-certified in General Psychiatry by the American Board of Psychiatry and Neurology (ABPN) within two years of contracting with MBHP unless a waiver of this requirement is requested and received within two years of contracting with MBHP

### *Child and Adolescent Psychiatrist*

1. Doctor of Medicine (MD) degree or Doctor of Osteopathy (DO) degree received from an accredited medical school
2. Board-certified in General Psychiatry by the American Board of Psychiatry and Neurology (ABPN) within two years of contracting with MBHP unless a waiver of this requirement is requested and received within two (2) years of contracting with MBHP
3. Board-certified in Child/Adolescent Psychiatry by the American Board of Psychiatry and Neurology (ABPN)
4. Child and Adolescent Psychiatrists must complete a psychiatric residency recognized by the

American Medical Association (AMA) and the Liaison Committee Medical Education (LCME), including two years of a child psychiatry fellowship.

*Developmental Behavioral Pediatrician*

1. Doctor of Medicine (MD) degree or Doctor of Osteopathy (DO) degree received from an accredited medical school
2. Board-certified by the American Board of Pediatrics in the subspecialty of Developmental Behavioral Pediatrics within three years of completion of a developmental behavioral fellowship or within two years of the first available exam, whichever is later

*Addiction Medication Specialists*

1. Doctor of Medicine (MD) degree or Doctor of Osteopathy (DO) degree received from an accredited medical school
2. Certified by the American Society of Addiction Medicine (ASAM) and/or the Addiction Specialization by the American Board of Psychiatry and Neurology (ABPN) within two years of contracting with MBHP unless a waiver of this requirement is requested and received within two years of contracting with MBHP
3. Board-certified by the American Board of Addiction Medicine within two years of contracting with MBHP unless a waiver of this requirement is requested and received within two (2) years of contracting with MBHP

*Psychologist*

1. Doctoral degree in psychology (PhD, PsyD, EdD) from an accredited college or university and certification as a Health Service Provider (HSP) by the Board of Registration of Psychology in the Commonwealth of Massachusetts
2. Current, valid, and unrestricted license to practice psychology in the Commonwealth of Massachusetts
3. Practitioners who are completing the postdoctoral training hours required for licensure as a psychologist may practice in a clinic setting for up to 36 months while accruing those postdoctoral training hours before they have attained licensure.
4. Psychologists may practice independently or within a group practice upon receipt of a license in psychology and certification as a Health Services Provider (HSP).

*Adult Psychiatric Nurse Mental Health Clinical Specialist or Nurse Practitioner*

1. Master's degree or higher in mental health nursing from an accredited college or university recognized by the National League for Nursing **or** Commission on Collegiate Nursing Education
2. Current, valid, and unrestricted license to practice at the highest level of independent practice in the Commonwealth of Massachusetts
3. Certified by the American Nurses Credentialing Center (ANCC) as a clinical nurse specialist or nurse practitioner in psychiatric and mental health nursing with APRN-BC designation in one of the following areas:
  - a. Clinical specialist in Adult Psychiatric and Mental Health Nursing;
  - b. Psychiatric and mental health nurse practitioner;
  - c. Adult psychiatric-mental health nurse practitioner; or
  - d. Clinical specialist in Child and Adolescent Psychiatric and Mental Health Nursing.
4. Verification of supervision between supervising psychiatrist and APRNs as required by Massachusetts law
5. PNMHCs who are licensed to prescribe medication must submit current certification and evidence of authorization from the Commonwealth of Massachusetts Board of Registration in Nursing and a completed and accepted Massachusetts Controlled

Substance Registration application and a Federal DEA Certificate.

*Physician Assistant (PA)*

1. Successful completion of an accredited physician assistant program
2. Current, valid, and unrestricted license to practice at the highest level of independent practice in the Commonwealth of Massachusetts
3. Certified by the National Commission on the Certification of Physician Assistants (NCCPA)
4. Verification of supervision between supervising physician and PA as required by Massachusetts law

*Licensed Independent Clinical Social Worker (LICSW)*

1. Master's degree or higher in social work from an accredited college or university
2. Current, valid, unrestricted licensure or certification to practice at the highest level of independent practice in the Commonwealth of Massachusetts (LICSW)

*Licensed Mental Health Counselor (LMHC)*

1. Master's degree in mental health field (including, but not restricted to, counseling, family therapy psychology, etc.) from an accredited college or university
2. Current, valid, unrestricted licensure or certification to practice in the Commonwealth of Massachusetts as a Licensed Mental Health Counselor (LMHC)
3. Practitioners who are completing the post-master's training hours required for licensure as a mental health counselor may practice in a clinic setting for up to 24 months while accruing those post-master's training hours before they have attained licensure.

*Licensed Marriage and Family Therapist (LMFT)*

1. Master's degree in mental health field (including, but not restricted to, counseling, family therapy, psychology, etc.) from an accredited college or university
2. Current, valid, unrestricted licensure or certification to practice in the Commonwealth of Massachusetts as a Licensed Marriage and Family Therapist (LMFT)
3. Practitioners who are completing the post-master's training hours required for licensure as a marriage and family therapists may practice in a clinic setting for up to 24 months while accruing those post-master's training hours before they have attained licensure.

*Licensed Alcohol and Drug Counselor 1 (LADC 1)*

1. Master's or doctorate degree in behavioral sciences (including, but not restricted to, counseling, psychology, etc.) from an accredited college of university
2. Current, valid, unrestricted licensure or certification to practice in the Commonwealth of Massachusetts as licensed alcohol and drug counselor (LADC 1)

*Applied Behavior Analyst*

1. Master's or doctorate degree in behavioral sciences (including, but not restricted to, counseling, psychology, etc.) from an accredited college of university
2. Current, valid, unrestricted licensure or certification to practice in the Commonwealth of Massachusetts as an Applied Behavior analyst

**Credentialing criteria for group practices**

A group practice is defined as a team of individual practitioners contracted as one entity. MBHP requires that a group demographic setup form to be completed and that each practitioner within the group be credentialed individually. The group practice typically includes any of the practitioners below or a mixed population of practitioners as listed below:

- Full-time Psychiatrist

- Master's-level Psychiatric Nurse Mental Health Clinical Specialist, certified in adult or child or adolescent psychiatric nursing under the supervision of a licensed Psychiatrist
- Licensed Psychologist (including PhD, EdD, and PsyD)
- LICSW
- LMHC
- LMFT
- LADC 1
- Applied Behavior Analyst

### **Credentialing criteria for organizational provider-based only professionals**

The following licensure levels may practice in MBHP network facilities:

1. Psychiatric RN
2. Physicians' Assistant (PA) (with DEA waiver); PAs must be supervised or work in collaboration with a waived physician.
3. Nurse Practitioner (NP) (with DEA waiver); NPs must be supervised or work in collaboration with a waived physician.
4. Licensed Clinical Social Worker (LCSW)
5. Certified Alcohol Counselor (CAC)
6. Certified Alcoholism/Drug Addictions Counselor (CADAC)
7. Certified Alcoholism/Drug Abuse Counselor II (CADAC II)
8. Licensed Addictions and Drug Counselor I (LADC I)
9. Bachelor's-level counselor/paraprofessional/Peer Specialist
10. Community Support Program (CSP)
11. Program of Assertive Community Treatment (PACT) Licensed Alcohol and Drug Counselor II (LADC II)
12. Licensed Alcohol and Drug Counselor III (LADC III)
13. Mobile Crisis Intervention (MCI)
14. Intensive Care Coordination (ICC)
15. Family Support and Training (FS&T)
16. In-Home Therapy (IHT)
17. In-Home Behavioral Services (IHBS)
18. Applied Behavior Analysts
19. Facility-based trainees
20. Psychiatry residents
21. Psychology interns
22. Master's-level interns (social work interns, mental health counselor interns, and marriage and family therapist interns)

Organizational providers (clinics, agencies, and/or hospitals) must ensure that employees serving Members meet relevant credentialing criteria. MBHP reserves the right to request documentation of all employee credentials and/or to conduct on-site medical record reviews.

If the practitioner is practicing in an organizational provider to which MBHP had assigned credentialing, the organizational provider is responsible for individually credentialing and re-credentialing all clinical employees providing service to Members, ensuring that they meet MBHP's credentialing criteria.

## General criteria

The following general criteria must be met by all network practitioners who serve Members in organizational providers (clinics, agencies, and/or hospitals) only.

The following specifics of each requirement must be met, when applicable, as they pertain to the organizational provider-based network practitioner's specific profession:

1. Educational degree requirements
2. Licensure/board certification requirements
3. Specialty related residency requirements
4. Specific training requirements
5. Supervision requirements
6. Current, valid, unrestricted license to practice the network practitioner's profession in the Commonwealth of Massachusetts
7. If an organizational provider-based network practitioner is practicing within a hospital or a mental health/substance use disorder agency/group, the network practitioner is covered by the hospital, mental health/substance use disorder agency/group's professional liability coverage at a minimum of \$1,000,000 per occurrence/\$3,000,000 in the aggregate.
8. The organizational provider-based network practitioner is an employee or contractor within a hospital or a mental health/substance use disorder agency/group licensed in the Commonwealth of Massachusetts that meets all applicable federal, state, and local laws and regulations.
9. Absence of Medicare/Medicaid sanctions
10. If an individual provider or an individual in a group practice provides outpatient services to youth under the age of 21, they must be MA-CANS certified in the state of Massachusetts upon coming into the MBHP network and must maintain their CANS certification as they are re-credentialed and as long as they continue to work with this population in the MBHP network. MA-CANS certification is required for providers of the following services/levels of care: outpatient therapy, psychiatric inpatient hospitalization, Community-Based Acute Treatment (CBAT), Intensive Community-Based Acute Treatment (ICBAT), Transitional Care Units (TCU), Intensive Care Coordination (also known as Targeted Case Management) (ICC), and In-Home Therapy (IHT). For additional information, please refer to MBHP Provider Alert #48 dated November 10, 2008.

## Profession-specific credentialing criteria for organizational providers

All organizational providers must meet the general credentialing criteria listed above. In addition to these general criteria, all organizational providers must meet each of the profession-specific criteria listed below that pertain to their specific profession. The facility's hiring policy should reflect the minimum state and federal requirements for any practitioner type identified as a hospital-based provider for the contracted/credentialed facility:

### *Psychiatric Registered Nurse (RN)*

1. Degree in Nursing from an accredited college or university with documented completion of a mental health or substance use disorder rotation during training
2. Currently licensed to practice (nursing) in the Commonwealth of Massachusetts

### *Licensed Clinical Social Worker (LCSW)*

1. Master's degree in social work from an accredited college or university
2. Current, valid, unrestricted licensure or certification to practice in the Commonwealth of Massachusetts as a Licensed Clinical Social Worker (LCSW)

*Master's-level mental health counselor*

1. Master's degree or above in a mental health field (including, but not restricted to, counseling, family therapy, social work, psychology, etc.) from an accredited college or university
2. Supervised in the provision of services by a Licensed Mental Health Counselor, Licensed Independent Clinical Social Worker (LICSW), a Licensed Psychologist, a master's-level Advanced-Practice Registered Nurse, Board-Certified in either Adult or Child and Adolescent Psychiatric Nursing (APRN-BC), or a Licensed Psychiatrist meeting MBHP's credentialing criteria
3. Practitioners who are completing the post-masters training hours required for licensure as a mental health counselor may practice in a clinic setting for up to 24 months while accruing those post-masters training hours before they have attained licensure.

*Licensed Marriage and Family Therapist (LMFT)*

1. Master's degree in the mental health field (including, but not restricted to, counseling, family therapy, psychology, etc.) from an accredited college or university
2. Supervised in the provision of services by a Licensed Mental Health Counselor, Licensed Independent Clinical Social Worker (LICSW), a Licensed Psychologist, a master's-level Advanced-Practice Registered Nurse, board-certified in either Adult or Child and Adolescent Psychiatric Nursing (APRN-BC), or a Licensed Psychiatrist meeting MBHP's credentialing criteria
3. Practitioners who are completing the post-master's training hours required for licensure as a mental health counselor may practice in a clinic setting for up to 24 months while accruing those post-masters training hours before they have attained licensure.

*Certified Addiction Counselors (CAC)*

1. Certified in the Commonwealth of Massachusetts; this is a single-level certification that is valid only in Massachusetts and has no reciprocity with any other state.
2. The equivalent of at least two years or 4,000 hours of documented full-time, supervised experience; supervised work experience is defined as paid or voluntary experience as a counselor providing direct counseling services to clients with a diagnosis of alcohol abuse or dependency. A minimum of six months must be obtained in one facility, under one supervisor. No more than 1,000 hours of practicum/internship experience can be used to meet the work experience requirement.
3. A minimum of 180 clock hours of continuing education training related to the substance use disorder field; the 180 clock hours must be comprised of a minimum of 70 hours in counseling techniques training, a minimum of 70 hours of alcohol/drug specific-studies, and six hours of ethics training pertaining to the substance use disorder field. The remaining hours can fall within the behavioral sciences area. The alcohol/drug-specific education and the ethics training must have been completed within the past 10 years. For all other education/training, the applicant may go back as much as 20 years.
4. Documentation of having received a minimum of 220 clock hours of supervision in performing the 12 counselor core functions, with no single function being performed for fewer than 10 hours; supervised practical training includes activities designed to provide training in specific counselor functions. This requires documentation of the time spent in face-to-face supervision, not the time spent performing the function. Individual, group/team supervision, and formal case presentations all apply.

*Certified Alcohol and Drug Addictions Counselor (CADAC)*

1. Certified in the Commonwealth of Massachusetts by the Massachusetts Board of Substance Abuse Counselor Certification (MBSACC)

2. The equivalent of at least three years or 6,000 hours of documented full-time, supervised experience; supervised work experience is defined as paid or voluntary experience as a counselor providing direct counseling services to clients with a diagnosis of alcohol and/or other drug abuse or dependency. A minimum of six months of the total supervised experience must be obtained in one facility under one supervisor. No more than 1,000 hours of practicum/internship experience can be used to meet the work experience requirement.
3. Counselors with an associate's degree in the behavioral sciences area may waive 1,000 hours of the required 6,000 hours of the field experience. Those with a bachelor's degree in the behavioral sciences area may waive 2,000 hours. Counselors with a master's degree (or higher) in counseling may waive 4,000 hours. Eligibility to waive hours must be documented by providing an official transcript from a regionally accredited academic institution.
4. Documentation of having received a minimum of 270 clock hours of continuing education related to the five domains for alcohol and other substance use disorders; the 270 hours must be comprised of a minimum of 110 hours of alcohol/drug-specific studies, 110 hours of counseling techniques, and six hours of ethics training related to the substance use disorder field. The remaining hours can fall within the behavioral sciences area. The alcohol/drug-specific education and the ethics training must have been completed within the past 10 years. For all other education/training, the applicant may go back as much as 20 years.
5. Documentation of having received at least 300 clock hours of supervision in performing the 12 counselor core functions, with no single core function being performed for fewer than 10 hours; supervised practical training includes activities designed to provide training in specific counselor functions. This requires documentation of the time spent in face-to-face supervision, not the time spent performing the function. Individual, group/team supervision, and formal case presentations all apply.

*Certified Alcohol and Drug Counselor (advanced) CADAC II*

1. A master's degree (or higher) from a regionally accredited academic institution in a human services behavioral sciences field with a clinical application (i.e., practicum); documentation must be submitted in the form of an official transcript.
2. The equivalent of at least one year full-time (2,000 hrs.) providing the full range of counseling services under direct clinical supervision to clients with a diagnosis of alcohol and/or other drug abuse or dependency; a minimum of six months of the total experience must be acquired in one facility, under one supervisor. Unsupervised experience may NOT be substituted for the experience requirement. All experience must be documented and supported by an agency job description. This documentation must include a 300-hour practicum in the 12 core functions, with one hour of supervision for every 10 hours of practice. Volunteer or part-time counseling experience may be eligible toward meeting the experience requirement if the counseling is provided under direct supervision. No more than 1,000 hours of practicum/internship experience can be used to meet the work experience requirement.
3. Documentation of having received a minimum of 270 clock hours of continuing education related to the five domains for alcohol and other drug abuse; the 270 hours must be comprised of a minimum of 110 hours of alcohol/drug-specific studies, 110 hours of counseling techniques, and six hours of ethics training related to the substance use disorder field. The remaining hours can fall within the behavioral sciences area. Practicums/internships are not considered in meeting the training requirement.
4. The alcohol/drug-specific education and the ethics training must have been completed within the past 10 years. All other training must have been completed within the past 20 years.

*Physician Assistant (PA)*

1. Successful completion of an accredited physician assistant program
2. Current, valid, and unrestricted license to practice at the highest level of independent practice in the Commonwealth of Massachusetts
3. Certified by the National Commission on the Certification of Physician Assistants (NCCPA)
4. Verification of supervision between supervising physician and PA as required by Massachusetts law
5. PAs are allowed as part of an SUD-licensed outpatient facility and must have waivers from the DEA to allow them to prescribe medications for opioid use disorder. They must submit a copy of the Federal DEA Certificate.

*Nurse Practitioner (NP)*

1. Master's degree or higher in nursing from an accredited college or university recognized by the National League for Nursing **or** Commission on Collegiate Nursing Education
2. Current, valid, and unrestricted license to practice at the highest level of independent practice in the Commonwealth of Massachusetts
3. NPs who are licensed to prescribe medication must submit current certification and evidence of authorization from the Commonwealth of Massachusetts Board of Registration in Nursing and a completed and accepted Massachusetts Controlled Substance Registration application and a Federal DEA Certificate.
4. NPs are allowed as part of an SUD-licensed outpatient facility, must have waivers from the DEA to allow them to prescribe medications for opioid use disorder, and must submit a copy of the Federal DEA Certificate.

**Criteria for bachelor's-level counselors/paraprofessionals/peer specialists**

MBHP-contracted facilities (clinics, agencies, and/or hospitals) may also credential bachelor's-level counselors/paraprofessionals/peer specialists for certain levels of care. It is expected that paraprofessionals, at minimum, will have a bachelor's degree in psychology or a related human services field (i.e., LSW, bachelor's in education with significant experience, etc.). If the staff has a non-related bachelor's degree, life experiences may be considered in place of a related degree. Under certain circumstances, the bachelor's degree requirement may be waived for individuals with linguistic, cultural expertise, and/or pertinent life experience and/or work experience. In certain cases, related to specific levels of care, other requirements may apply (see specific level of care information that follows).

Those who do not meet the above criteria may apply for a waiver through the Carelon Behavioral Health (Carelon) National Credentialing Committee (NCC) (described in the MBHP Provider Manual).

MBHP pays for the following bachelor's-level counselors/paraprofessionals/peer specialists in these specific programs:

*Community Support Program (CSP)*

1. The CSP provider will be staffed with paraprofessionals capable of meeting community support needs of psychiatric issues for children, adolescents, and adults; chemical dependency issues; and issues of dual diagnosis.
2. CSP programs will include, at a minimum, a staff worker with specialized training in child/adolescent development (for child/adolescent CSP programs), behavioral treatment, substance use disorder/dual recovery issues, and family treatment/engagement/education regarding psychiatric and substance use disorder recovery issues.

3. All staff, at a minimum, must have a bachelor's degree in psychology or a related field. Those who do not meet these criteria may apply for a waiver through the NCC.

*Licensed Alcohol and Drug Counselor II (LADC II)*

1. Minimum of 270 hours of training that address the full range of education related to substance use disorder counseling
2. 300 hours of supervised practical training
3. 6,000 hours of supervised alcohol and drug counseling work experience (4,000 if applicant holds a bachelor's degree)
4. Successfully complete a written examination
5. Show proof of high school diploma or equivalent

*Licensed Alcohol and Drug Counselor III (LADC III)*

1. Show proof of high school diploma or equivalent
2. 2,000 hours of work experience in the alcohol or substance use disorder field
3. Minimum of 50 hours of training that address the full range of education related to substance use disorder counseling
4. Successfully complete a written examination

*Program of Assertive Community Treatment (PACT)*

1. PACT clinical staff may be bachelor's-level and paraprofessional mental health workers who carry out rehabilitation and support functions.
2. A bachelor's-level mental health worker has a bachelor's degree in human services and work experience with adults with serious mental illness.
3. A paraprofessional mental health worker may have a bachelor's degree in a field other than human services or have a high school diploma and have work experience with adults with serious mental illness.
4. These paraprofessionals may have related training (e.g., certified occupational therapy assistant, home health aide), work experience (e.g., teaching), or life experience.
5. PACT programs may also have one to two FTE consumer advocates to provide peer counseling to motivate and encourage Members, provide consultation to the team, and serve as a link between individual Members and consumer groups and the program. The consumer advocates will have significant experience as mental health services consumers and demonstrate significant recovery to be effective in working with Members of the program.

*Mobile Crisis Intervention (MCI)*

1. Mobile Crisis Intervention utilizes a multidisciplinary model, with both professional and paraprofessional staff, and maintains staffing levels as warranted by data trends.
2. Mobile Crisis Intervention is staffed with master's-level clinicians trained in working with youth and families, with experience and/or training in nonviolent crisis intervention, crisis theory/crisis intervention, solution-focused intervention, motivational interviewing, behavior management, conflict resolution, family systems, and de-escalation techniques.
3. Mobile Crisis Intervention is also staffed with bachelor's-level staff experienced or trained in navigating the behavioral health crisis response system that supports brief interventions that address behavior and safety.
4. A board-certified or board-eligible child psychiatrist or child-trained psychiatric nurse mental health clinical specialist is available for phone consultation to Mobile Crisis Intervention 24-hours a day, must respond within 15 minutes of a request from Mobile Crisis Intervention staff, and is available for face-to-face appointments with the youth for urgent medication management

evaluations or urgent medication management appointments within 48 hours of a request if the youth has no existing provider.

5. All Mobile Crisis Intervention staff receives crisis specific training through the agency that employs them. Prior to serving families independently, Mobile Crisis Intervention staff also complete 12 hours of on-the-job training in CPI or equivalent program. A master's-level clinician with at least two years of crisis intervention experience supervises this training. This training is documented.
6. All Mobile Crisis Intervention staff are trained in the following: performance specifications, clinical criteria, and per diem definitions for all MCE behavioral health covered services; *Systems of Care* philosophy and the *Wraparound* process; medications and side effects; youth-serving agencies and processes (e.g., DCF, IEP, DYS, etc.); family systems; conflict resolution; risk management; partnering with parents/guardians/caregivers; youth development; cultural competency; and related core clinical issues/topics. This training is documented.
7. Mobile Crisis Intervention staff members are knowledgeable about available community mental health and substance use disorder services within their geographical service area, the levels of care, and relevant laws and regulations. They also have knowledge about other medical, legal, emergency, and community services available to the youth.
8. Mobile Crisis Intervention supervises all staff, commensurate with licensure level and consistent with credentialing criteria.

#### *Intensive Care Coordination (ICC)*

1. The ICC organizational provider is staffed with care coordinators who have successfully completed skill-based and competency-based training in the delivery of ICC consistent with the *Systems of Care* philosophy and the *Wraparound* planning process and have experience working with youth with SED and their families.
2. Master's-level care coordinators who work with a range of youth and their families who present varying degrees of complexity and needs. Master's degree coordinators must have a master's degree in a mental health field (including, but not restricted to, counseling, family therapy, social work, psychology, etc.) from an accredited college or university.
3. Bachelor's degree in a human services field from an accredited institution and one (1) year of relevant experience working with families and youth. If the bachelor's degree is not in a human services field, additional life or work experience may be considered in place of the human services degree.
4. Associate's-level care coordinators or staff with a high school diploma and a minimum of five (5) years of experience working with the target population; experience in navigating any of the child/family serving systems; and experience advocating for family Members who are involved with behavioral health systems
5. Organizational providers that deliver ICC are outpatient hospitals, community health centers, mental health centers, and other clinics.
6. Intensive Care Coordination providers supervise all staff, commensurate with licensure level and consistent with credentialing criteria.

#### *Family Support and Training (FS&T)*

1. Family Partners are the staff persons delivering this service.
2. Experience as a caregiver of a youth with special needs, and preferably a youth with mental health needs
3. Bachelor's degree in human services field and one (1) year of experience working with the target population OR
4. Associate's degree in human service field and one (1) year of experience working with

children/adolescents/transition-age youth OR

5. High School Diploma or GED AND a minimum of two (2) years of experience working with children/adolescents/transition-age youth
6. Experience in navigating any of the child- and family-serving systems and teaching family Members who are involved with the child- and family-serving systems
7. Organizational providers that deliver FS&T services include outpatient hospitals, community health centers, mental health centers, and other clinics.
8. Family Support and Training providers supervise all staff, commensurate with licensure level and consistent with credentialing criteria.

#### *In-Home Therapy (IHT)*

1. The In-Home Therapy Services team employs a multidisciplinary model, with both professional and paraprofessional staff. The professional staff is trained in working with youth and their families, including training in family therapy. Paraprofessional staff is capable of providing family members with therapeutic support for behavioral health needs.
2. Master's-level clinicians work with a range of youth and their families who present varying degrees of complexity and needs. Master's-level clinicians must have a master's degree in a mental health field (including, but not restricted to, counseling, family therapy, social work, psychology, etc.) from an accredited college or university.
3. Bachelor's-level counselors/paraprofessional work with a range of youth and their families who present varying degrees of complexity and needs. Bachelor's-level paraprofessionals must have a bachelor's degree in a human services field from an accredited institution and one (1) year of relevant experience working with families and youth. If the bachelor's degree is not in a human services field, additional life or work experience may be considered in place of the human services degree.
4. Associate's-level counselors/paraprofessional work with a range of youth and their families who present varying degrees of complexity and needs. Associate's-level paraprofessionals must have an associate's degree in a human services field from an accredited institution and one (1) year of relevant experience working with families and youth. If the associate's degree is not in a human services field, additional life or work experience may be considered in place of the human services degree. Associate-level counselors/paraprofessionals are supervised by a licensed clinician with one of the following credentials: LMHC, LMFT, LICSW, LCSW, LADC I, psychologist (Phd, PsyD), or psychiatric nurse mental health clinical specialist (PNMHCS).
5. A Board-certified or board-eligible child psychiatrist or a child-trained mental health psychiatric nurse clinical specialist is available during normal business hours for consultation related to treatment planning, medication concerns, and crisis intervention on an as needed basis and available for provider consultation within one (1) hour.
6. Organizational providers that deliver IHT include outpatient hospitals, community health centers, community mental health centers, and other clinics and private agencies certified by the Commonwealth of Massachusetts.

#### *In-Home Behavioral Services (IHBS)*

- 1 In-Home Behavioral Services is usually provided by a staff team including a behavior management therapist and a behavior management monitor.
- 2 Behavior Management Therapy includes a behavioral assessment, development of a highly specific behavior treatment plan, supervision and coordination of interventions, and training other interveners to address specific behavioral objectives or performance goals.
- 3 Behavior Management Monitoring includes implementation of the behavior treatment plan, monitoring the youth's behavior, reinforcing implementation of the treatment plan by the

parent(s)/guardian(s)/caregiver(s), and reporting to the behavior management therapist on implementation of the treatment plan and progress toward behavioral objectives or performance goals.

- 4 The In-Home Behavioral Services provider ensures that a licensed, senior clinician with the following credentials: LICSW, LMFT, LMHC, LCSW, LADC I, psychologist (PsyD, EdD, PhD), psychiatric nurse mental health clinical specialist, or nurse clinical specialist. The In-Home Behavioral Services provider provides adequate supervision to all unlicensed, master's-level behavior management therapists and/or interns consistent with applicable state licensure requirements.

### **Credentialing criteria for behavior management therapist**

1. Master's-level practitioner (A master's-level practitioner for these purposes includes persons with the following credentials: developmental-behavioral pediatricians, developmental-behavioral pediatric fellows, LICSWs, LCSWs, LMFTs, LMHCs, licensed psychologists (PsyD, EdD, PhD), master's-level counselors, marriage and family therapy interns, mental health counselor interns, psychiatric nurse mental health clinical specialists, psychiatric nurse mental health clinical specialist trainees, psychiatric nurses, psychiatrists, psychiatry residents, psychology interns, and social work interns). Note that all unlicensed, master's-level counselors and/or interns must provide services under the direct supervision of an LICSW, LMFT, LMHC, LCSW, LADC I, licensed psychologist (PsyD, EdD, PhD), psychiatric nurse mental health clinical specialist, or nurse clinical specialist consistent with applicable state licensure requirements. Please see Massachusetts State Plan 08-004 for further definition of the credentials described above. AND
  - a. Board-certified behavior analyst (BCBA); OR
  - b. Enrolled in a behavior analyst training program and eligible for certification within nine months;  
OR
  - c. A psychologist licensed by the Massachusetts Board of Registration in Psychology with experience performing functional behavioral assessments and implementing and evaluating intervention strategies; OR
  - d. A master's-level mental health practitioner working under the supervision of a BCBA;  
OR
  - e. A master's-level mental health practitioner with relevant training AND two years' experience inclusive of but not limited to:
    - i. Conducting functional behavioral assessments (FBA) of youth with serious emotional and behavioral disturbances that include: observing and analyzing behavior in settings where the behavior is naturally occurring; evaluating specific antecedent stimuli and consequences; and understanding the values, skills, and resources of those who are responsible for implementing the behavior plan; AND
    - ii. Selecting interventions and strategies based on the results of the FBA and designing behavior plans that include intensive behaviorally oriented interventions; AND
    - iii. Evaluating progress based on both qualitative and quantitative data and making adjustments to the behavior plan as needed; AND
    - iv. Working with parents/caregivers and paraprofessional staff in homes and other community-based settings to implement behavior plans using techniques grounded in principles of Positive Behavior Support (PBS) and/or Applied Behavior Analysis (ABA) with an aim toward extinguishing a wide range of challenging behaviors and increasing more socially acceptable behaviors that are age or developmentally appropriate.

### **Credentialing criteria for behavior management monitor**

1. A bachelor's degree in a human services field from an accredited university and one (1) year of direct relevant experience working with youth and families who require behavior management to address mental health needs; OR
2. An associate's degree and a minimum of two (2) years of relevant direct service experience working with youth and families who require behavior management to address mental health needs
3. Supervision by a clinician meeting behavior management therapist criteria

### **Credentialing for organizational provider-based trainees**

The following organizational provider-based trainees may serve Members in organizational provider settings:

- Psychiatry residents
- Psychology interns
- Master's-level interns (social work interns and licensed mental health counselor interns)

#### *Criteria for organizational provider-based trainees*

Contracted organizational providers (clinics, agencies, and/or hospitals) must credential interns. In addition to credentialing criteria specific to the interns' licensure levels, listed below, organizational providers must demonstrate evidence of policies and procedures that ensure the following:

1. The organizational providers must maintain a current roster of all interns who are providing services to MBHP Members. The roster must indicate the name of the intern, the accredited training program in which they are enrolled, the start and completion dates of the practicum, and the identified direct supervisor—who must be a professional holding the licensure level for which the intern is training—including the supervisor's name and license number. MBHP will use this roster as part of the site-review process to identify interns providing services and to appropriately review clinical and supervision records.
2. Members are assigned to interns in a deliberate, clinically rational manner. Assignment will be completed by a licensed, senior-level clinical staff member who carefully evaluates the appropriateness of the intern/Member match with an emphasis on MBHP's commitment to meeting the Member's needs.
3. Each Member's treatment will be reviewed with the supervisor (or other designated senior clinician) on a weekly basis to ensure the ongoing appropriateness of the assignment.
4. At the time the case is assigned, Members are informed that they will be receiving services from an intern and that they can request and receive, without prejudice, a reassignment to an independent practitioner.

#### *Scope of Practice for Interns*

Assuming the above conditions are satisfied subject to verification during MBHP's credentialing and site-visit process, interns are eligible for reimbursement only for those services that are outlined on the MBHP Outpatient Fee Schedules.

## MCE Use of Interns for All CBHI Services

Revised January 2017

For credentialing criteria, please refer to each service's Performance Specifications.

**1. In-Home Behavioral Services (IHBS) Behavior Management Therapist**

If an individual is working towards their master's degree (i.e., is in their second year\* of a master's program for a degree on the approved degree list AND is working in an intern capacity under the supervision of a licensed clinician, they can bill at the master's-level clinician rate.<sup>1</sup> There is no reimbursement structure in place for billing by those in their first year of a master's program.

**Behavior Management Monitor**

If an individual is working towards their bachelor's degree or associate's degree (i.e., is in a bachelor's or associate's program for a degree on the approved degree list but has not yet obtained degree) AND is working in an intern capacity under the supervision of a licensed clinician, a waiver request must be submitted by the organization to the

[CBHIWaiverRequests@carelon.com](mailto:CBHIWaiverRequests@carelon.com) mailbox.

**2. In-Home Therapy (IHT) Master's-Level Therapist**

If an individual is working toward their master's degree (i.e., is in their second year\* of a master's program for a degree that is on the approved degree list but has not yet obtained degree) AND is working in an intern capacity under the supervision of a licensed clinician, they can bill at the master's-level clinician rate. There is no reimbursement structure in place for billing by those in their first year of a master's program.

**Therapeutic Training and Support**

If an individual is working towards their bachelor's degree or associate's degree (i.e., is in a bachelor's program or associate's program for a degree on the approved degree list, but has not yet obtained degree) AND is working in an intern capacity under the supervision of a licensed clinician, a waiver request must be submitted by the organization to the

[CBHIWaiverRequests@carelon.com](mailto:CBHIWaiverRequests@carelon.com) mailbox.

**3. Therapeutic Mentoring (TM)**

There is no capability for billing, other than by individuals who meet the credentialing criteria per the TM performance specifications. A waiver request can be submitted for consideration by an organization if a candidate does not meet the educational requirement but has relevant work experience. The waiver request should be submitted to the

[CBHIWaiverRequests@carelon.com](mailto:CBHIWaiverRequests@carelon.com) mailbox.

**4. Mobile Crisis Intervention (MCI) Professional component**

If an individual is working towards their master's-degree (i.e., is in their second year\* of a master's program with a clinical track but has not yet obtained degree) AND is working in an intern capacity under the supervision of a licensed clinician, they can bill at the master's-level clinician rate. There is no reimbursement structure in place for those in their first year of a master's program with a clinical track to bill.

**Paraprofessional component**

If an individual is working towards their bachelor's degree (in bachelor's program, but has not yet obtained degree) AND is working in an intern capacity under the supervision of a licensed

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<sup>1</sup>For additional information regarding psychology interns, social work interns, mental health counselor interns, and marriage and family therapist interns, please refer to each MCE's credentialing criteria.

clinician, a waiver request must be submitted by the organization to the [CBHIWaiverRequests@carelon.com](mailto:CBHIWaiverRequests@carelon.com) mailbox.

**5. Intensive Care Coordination (ICC) Intensive Care Coordinator**

If an individual is working towards their master's degree (i.e., has a bachelor's degree, is in their second year\* of a master's program for a degree on the approved degree list, but has not yet obtained the master's degree) AND is working in an intern capacity under the supervision of a licensed clinician, they can bill at the master's-level rate. An individual in the situation described above in their first year of the master's program can bill at the bachelor's-level rate. A waiver request can be submitted for consideration by an organization if a candidate does not meet the educational requirement but has relevant work experience. The waiver request should be submitted to the [CBHIWaiverRequests@carelon.com](mailto:CBHIWaiverRequests@carelon.com) mailbox.

*\*For non-2-year programs, please check with the MCEs to see if the candidate is eligible for a CBHI internship.*

Note: A master's degree or a bachelor's degree in criminal justice or forensic psychology does **not** meet the MCEs' credentialing criteria; however, there may be an exception due to the work experience(s) of a given candidate. Thus, a waiver request should be submitted by a provider organization in writing to determine whether a candidate's work experience would justify having one of these fields of degree waived.

For consideration, all CBHI waiver requests must be sent to the [CBHIWaiverRequests@carelon.com](mailto:CBHIWaiverRequests@carelon.com) mailbox for ICC, Family Support and Training (FS&T), In-Home Therapy (IHT), Therapeutic Mentoring (TM) services, or In-Home Behavioral Services (IHBS) and must include the following for consideration:

- Cover letter specifying what the provider organization is requesting to be waived
- Candidate's resume
- Transcripts, if the candidate is currently in school
- Letters of reference (optional)
- Any other supporting materials

In addition to the criteria for interns indicated above, each licensure level of intern is required to be credentialed according to the criteria detailed below.

The following profession-specific criteria must be met by all facility-based trainees:

*Psychiatry resident*

Psychiatry residents are approved to function in all contracted hospital-based and agency/clinic-based services sites. Eligibility criteria include all of the following:

1. The psychiatry resident must have a doctor of Medicine (MD) degree or doctor of Osteopathy (DO) degree received from an accredited medical school.
2. The psychiatry resident must be in a minimum post-graduate year two (PGY 2) program in a structured, approved Psychiatric Training Program.
3. The psychiatry resident must possess a current, valid, unrestricted license as a physician in the Commonwealth.

4. The psychiatry resident will work within the structure of a hospital or facility.
5. The psychiatry resident must maintain professional liability insurance at a minimum level of \$1,000,000 per occurrence/\$3,000,000 in the aggregate.
6. The psychiatry resident must have no outstanding sanctions by the residency training program or the Board of Registration in Medicine.
7. The psychiatry resident must be supervised by a psychiatrist who is board-certified in General Psychiatry by the American Board of Psychiatry and Neurology (ABPN) or who will be within two years of contracting with MBHP unless a waiver of this requirement is requested and received within two years of contracting with MBHP.

### *Psychology intern*

1. The psychology intern must be admitted to doctoral candidacy in a structured, clinical, or counseling American Psychological Association (APA)-approved doctorate program.
2. Services must be provided in a licensed clinic or hospital, under the direct supervision of a psychologist licensed in the Commonwealth of Massachusetts who meets MBHP's credentialing criteria as an independent practitioner.
3. The psychology intern must receive a minimum of two hours per week direct supervision (by a licensed psychologist), one hour of which must be face-to-face, and individual supervision, and one of either individual or group supervision. All supervision must be documented in files accessible for review by MBHP during the site-review process or upon request. Supervision notes must, at a minimum, contain information regarding frequency of supervision, format of supervision, supervisor's signature and credentials, and general content of supervision session.
4. The psychology intern must be covered under the hospital or mental health/substance use disorder agency's professional liability coverage at a minimum level of \$1,000,000 per occurrence/\$3,000,000 in the aggregate.
5. There must be no outstanding sanctions regarding the psychology intern from the training program.

### *Social work intern*

1. The social work intern must be a second-year, clinical-track student in a structured field practicum that is a component of an MSW program that is fully accredited by the Council on Social Work Education.
2. Services must be provided in a licensed clinic or hospital, under the direct supervision of an LICSW who meets MBHP's credentialing criteria.
3. The social work intern must receive a minimum of two hours per week of direct LICSW supervision (one hour of face-to-face, individual supervision and one of either individual or group supervision). All supervision must be documented in files accessible for review by the Contractor during the site-review process or upon request. Supervision notes must minimally contain information regarding frequency of supervision, format of supervision, supervisor's signature and credentials, and general content of supervision session.
4. The social work intern must be covered under professional liability insurance at a minimum level of \$1,000,000 per occurrence/\$3,000,000 in the aggregate.
5. There must be no outstanding sanctions regarding the social work intern from the training program.

### *Mental health counselor intern*

1. The mental health counselor intern must be a second-year, clinical-track student in a structured field placement that is a component of a master's in mental health counseling or a master's in a counseling psychology program that is fully accepted by the Board of Allied Mental Health and Human Services Profession.

2. The mental health counselor intern must provide services in a licensed clinic or hospital, under the direct supervision of an LMHC, LICSW, a licensed psychologist, a licensed, master's-level clinical nurse specialist, or licensed psychiatrist who meets MBHP's credentialing criteria.
3. The mental health counselor intern must receive a minimum of two hours per week direct supervision (one hour of face-to-face, individual supervision, and one of either individual or group supervision). All supervision must be documented in files accessible for review by MBHP during the site-review process or upon request. Supervision notes must contain, at a minimum, information regarding frequency of supervision, format of supervision, supervisor's signature and credentials, and general content of supervision sessions.
4. The mental health counselor intern must be covered by the hospital or mental health/substance use disorder agency's professional liability coverage at a minimum of \$1,000,000 per occurrence/\$3,000,000 in the aggregate.
5. There must be no outstanding sanctions regarding the mental health counselor intern from the training program.

### *Marriage and family therapist intern*

1. The marriage and family therapist intern must be a second-year, clinical-track student in a structured field placement that is a component of a master's in mental health counseling or a master's in a counseling psychology program that is fully accepted by the Board of Allied Mental Health and Human Services Profession.
2. The marriage and family therapist intern must provide services in a licensed clinic or hospital, under the direct supervision of an LMHC, LICSW, a licensed psychologist, a licensed, master's-level clinical nurse specialist, or licensed psychiatrist who meets MBHP's credentialing criteria.
3. The marriage and family therapist intern must receive a minimum of two hours per week direct supervision (one hour of face-to-face, individual supervision, and one of either individual or group supervision). All supervision must be documented in files accessible for review by MBHP during the site-review process or upon request. Supervision notes must contain, at a minimum, information regarding frequency of supervision, format of supervision, supervisor's signature and credentials, and general content of supervision sessions.
4. The marriage and family therapist intern must be covered by the hospital or mental health/substance use disorder agency's professional liability coverage at a minimum of \$1,000,000 per occurrence/\$3,000,000 in the aggregate.
5. There must be no outstanding sanctions regarding the marriage and family therapist intern from the training program.

### **Credentialing criteria for facilities**

Three types of facilities are credentialed to serve MBHP Members:

1. Hospital-based facilities
2. Clinic-based facilities
3. Free-standing or other settings

### **Definitions**

1. *Hospital-based facilities:* A hospital-based facility is a hospital in the Commonwealth of Massachusetts licensed by the Department of Public Health and/or the Department of Mental Health as appropriate OR a facility operated directly by such a hospital, under that hospital's license.
2. *Clinic-based facilities:* A clinic-based facility is operated by an entity licensed as an outpatient mental health and/or substance use disorder clinic by the Department of Public

Health in the Commonwealth of Massachusetts.

3. *Free-standing or other settings:* Free-standing or other settings are defined as any other setting that is not owned or operated by a hospital or an outpatient clinic.

### **General credentialing criteria for facilities**

Facilities of all three types must meet the following credentialing criteria:

1. Must have a governing body and an organized professional staff whose primary function is to diagnose, treat, or rehabilitate Members with behavioral health problems (All staff treating MBHP Members must meet MBHP's credentialing criteria.)
2. Must ensure that all licensed and non-licensed clinicians working within the facility are credentialed and re-credentialed according to the MBHP credentialing criteria (The facility will maintain copies of all staff credentials on-site and provide credentialing documents upon MBHP request.)
3. Must have minimum malpractice and general liability coverage of \$1,000,000 per occurrence/\$3,000,000 in the aggregate, except as state law may provide; if the facility is self-insured, it must provide documentation of a dedicated trust or account funded for the purpose of covering malpractice liabilities.
4. Must have a policy that conforms to state and federal laws for the provision of emergency medical care if such medical care is not available on-site
5. Must comply with the MBHP re-credentialing process every three years
6. Must have been in operation and providing behavioral health services for six months and must demonstrate the capacity to fully meet all MBHP performance and credentialing standards and all appropriate licensure requirements when the contract is executed
7. Must meet all MBHP Performance Specifications for all of the levels of care it is contracted to provide to MBHP Members

### **Specific credentialing criteria by facility type**

Facilities must also meet the following criteria specific to each of the three facility types:

1. *Hospital-based facilities:* Additional credentialing criteria for hospital-based facilities are as follows:
  - a. Must be licensed by the Department of Public Health and/or the Department of Mental Health to provide services in the Commonwealth of Massachusetts for which they are billing MBHP as a behavioral health care inpatient and/or outpatient facility
  - b. Must be accredited by The Joint Commission or another nationally recognized accreditation service as a hospital or healthcare organization that provides psychiatric and/or substance use disorder services to adults and/or adolescents and/or children
2. *Clinic-based facilities:* Additional credentialing criteria for clinic-based facilities are as follows:
  - a. Must be licensed by the Commonwealth of Massachusetts Department of Public Health as an outpatient mental health clinic, an outpatient substance use disorder clinic, or both, appropriate to the levels of care for which the facility is contracted with MBHP, and must maintain these licenses in good standing
  - b. Must be accredited by The Joint Commission or another nationally recognized accreditation organization for behavioral healthcare as a healthcare organization that provides psychiatric and/or substance use disorder services to adults and/or adolescents and/or children
3. *Free-standing or other settings:* Additional credentialing criteria for free-standing or other settings are as follows:
  - a. Must be licensed, as applicable, by the Department of Public Health and/or the

Department of Mental Health to provide services in the Commonwealth of Massachusetts for which they are billing MBHP as a behavioral healthcare outpatient, inpatient, or diversionary service

- b. Must be accredited by The Joint Commission or another nationally recognized accreditation service, as applicable for behavioral health care

### **Facility and programmatic waivers**

Any exceptions to these credentialing criteria are considered on an individual basis. Providers must submit: a written waiver request, identifying the credentialing criteria for which a waiver or modification is being requested; curriculum vitae (month/year format); a justification; and documentation that a need exists.

Waiver requests should be submitted to [provider.relations@carelon.com](mailto:provider.relations@carelon.com).

CSP waivers can be submitted through the MBHP website: <https://www.masspartnership.com/>

Waiver requests are reviewed and decided upon by the Carelon National Credentialing Committee.

### **Credentialing criteria for specialty programs**

*Assessment for Safe and Appropriate Placement (ASAP) qualified diagnosticians:* As a service to the ASAP lead agencies, MBHP credentials prospective qualified diagnosticians (QD) recommended by the Department of Children and Families (DCF) who meet MBHP's credentialing policies and procedures. The credentialing criteria were developed in conjunction with DCF and specialists in the area of assessing youth with fire setting behavior and youth with sexual offending behavior.

MBHP contracts with designated DCF lead agencies (based on the requirements of DCF) for the specific level of service to provide assessments for youth with fire setting behavior and youth with sexual offending behavior, as per Massachusetts General Law, Section 33B.

### **Credentialing criteria**

MBHP credentials the following licensure levels for ASAP clinicians, regardless of their existing affiliation with an MBHP-contracted facility/agency:

- Licensed Psychiatrists
- Licensed Psychologists
- Licensed Independent Clinical Social Workers (LICSW)
- Licensed Mental Health Counselors (LMHC)
- Psychiatric Nurse Mental Health Clinical Specialists (PNMHCS)

Additionally, MBHP will credential master's-level clinicians within a contracted organizational provider who possess a degree in the mental health field from an accredited college or university.

In addition to licensure and discipline requirements, the credentialing criteria also include, but are not limited to, the following:

#### *Qualified diagnosticians of youth with fire setting behaviors*

Eligibility criteria include the following:

1. Adequate knowledge of the Department of Children and Families (DCF) system
2. 120 hours of youth with fire setting behavior-specific assessment experience in direct service (face-to-face) within the prior seven years

3. 45 hours of youth with fire setting behavior-specific training experience within the prior seven years

*Qualified diagnosticians of youth with sexual offending behaviors*

Eligibility criteria include the following:

1. Adequate knowledge of the DCF system
2. Full Massachusetts Adolescent Sexual Offender Coalition (MASOC) Certification
3. 75 hours of youth with sexual offending behavior-specific assessment and treatment training within the prior seven years (25 of these hours must be in youth with sexual offending behavior specific assessments)

**Credentialing process**

1. Providers wishing to credential an ASAP clinician in their agency must all submit requests in writing to the attention of the Carelon Credentialing Department.
2. A pre-screen will be conducted on the phone and, if the preliminary criteria have been met, a credentialing application will be mailed to the clinician to be completed and returned to MBHP's Credentialing Department.
3. The application will be reviewed and, if appropriate, the application will be presented to Carelon's National Credentialing Committee (NCC) for approval decision.
4. The NCC will either approve or not approve the application.
5. The Credentialing Department will send the applicant written notification of the decision.

**Credentialing criteria for Dialectical Behavior Therapy (DBT) Program**

Dialectical Behavior Therapy (DBT) is a manual-directed outpatient treatment that combines strategies from behavioral, cognitive, and supportive psychotherapies. DBT services are provided through MBHP-credentialed outpatient programs and group practices only. Outpatient programs and group practices that wish to credential for this type of program must meet the credentialing criteria for facilities or group practices. In addition, they must also meet the following criteria specific to this type of program:

1. Must consist of one of the following licensure levels: MDs/DOs; psychologists (PsyD, EdD, PhD; licensed, master's-level clinicians (LICSW, LCSW, LMFT, LMHC and LADC 1); or APRNs/PNMHCs (Waivers of licensure are not considered.)
2. Must have completed a minimum of two, two-day trainings sponsored or co-sponsored by the Behavior Technology Transfer Group in Seattle, Washington (One of the trainings must be an introduction to DBT and the second can be any DBT-specialty skills training.)  
OR  
Completed the newly implemented training sponsored by The Treatment Implementation Collaborative, LLC and Dr. Charles Swenson, which includes 13 weeks with online, video-based classes, followed by a two-day, in-person training  
OR  
Completed a DBT Training Program recognized and approved by Carelon's Credentialing Department
3. Has co-led a DBT-skills group for a minimum of six months
4. Has participated in a weekly consultation team for a minimum of six months