BE CONNECTED NETWORK NEWS *"News You Can Use"* D·B·H·D·D

Training Announcements

The Department of Behavioral Health and Developmental Disabilities (DBHDD), Office of Human Resources and Learning, are offering virtual and in-person trainings. For more information regarding trainings, **click here**.

- **IDD Participant Direction New Enrollment Training**

If you have any questions, please contact **DBHDDLearning@dbhdd.ga.gov**.

IDD Statewide Provider Meetings

March 11th - 13th, 2025
9:00 am to 12:30 pm

The DBHDD Division of Developmental Disabilities will be hosting in-person Intellectual and Developmental Disabilities (IDD) Statewide Provider meetings.

Click here to register!

- March 11th - UGA Tifton Campus Conf Center - 15 R D C Rd, Tifton, GA 31794
- March 12th - Anderson Conference Center - 5171 Eisenhower Pkwy suite D, Macon, GA 31206
- March 13th - Douglasville Conference Center, Ballroom, 6700 Church Street, Douglasville, GA 30134

IMPORTANT NOTE: **All IDD Providers are required per their Letter of Agreement (LOA) to have a representative in attendance at the IDD Statewide Provider Meetings.**

1st Annual
Co-Responder Teams Professional Development Conference
February 27 - 28, 2025 | Peachtree City, GA
Presented by Georgia Department of Behavioral Health & Developmental Disabilities

Co-Responder Teams
Professional Development Conference

The Georgia Department of Behavioral Health and Developmental Disabilities (DBHDD), Office of Adult Mental Health, invites you to attend their 1st Annual Co-Responder Teams

Professional Development Conference.

Date/Location: Peachtree City, GA on February 27 & 28, 2025.

Target Audience: This conference is designed for active co-responder teams, which includes Law Enforcement/EMS/EMT and their Behavioral Health Partner(s). While priority was given to active teams during early registration, individuals not currently on a co-responder team are now encouraged to register and join us to learn and connect.

Important: Attendance for this conference is limited. All registrations are **pending approval** until confirmed.

REGISTER NOW!

For any registration questions, please contact **DBHDDLearning@dbhdd.ga.gov**.

SUN Learning Journey Application: Re-Imagining Waiver Supports 2025

Sangha Unity Network, Inc. (SUN), with funding from The Department of Behavioral Health and Developmental Disabilities, is launching a Learning Journey: Re-Imagining Waiver Supports led by Michelle Schwartz, M.Ed. CCC-Sp, and Katie Chandler, LCSW.

This Learning Journey is designed for provider agencies who seek to further commit to a foundation of supporting self-advocates and person-centered practices. It is an 8-month commitment that offers an opportunity for personal growth for each individual participant and collective discovery for provider organizations.

Click here for more information!

For any questions, please contact Katie Chandler at **katie@sanghaunitynetwork.org**

Featured Article

CheckPT is Live!

DBHDD's new fingerprinting and background system, CheckPT, is live! All Community Providers and Staffing Agencies who conduct DBHDD fingerprint-based background checks will now be required to use CheckPT to complete the process.

Providers should have their first CheckPT administrator register their agency in CheckPT using their individual business email account. *Important Note*: Email addresses can only be used one time in CheckPT.

Instructions for creating the provider agency administrator user account are available at the link below in the *CheckPT Provider Initial Provider User Registration Guide.* Non-admin users should reach out to your provider agency administrator to gain site access.

Access the CheckPT application at **https://dbhddcheckpt.com**.

CheckPT Provider Initial Provider User Registration

Training Materials

The CheckPT trainings held on January 15th and 16th were recorded. This recording is now available on the DBHDD website, **click here** to access them.

Please review and bookmark the user guides and recorded training which are available on **DBHDD University** and on the **DBHDD website**.

Great news!

Several applicants have gone through CheckPT and are ready to hire!

Reminder: Providers must take action when a determination is available in CheckPT. If you hire the applicant, you must make a hiring decision and add them to your Roster in CheckPT.

If you decide not to hire an applicant, you must close their application in CheckPT. You can follow the steps in the *CheckPT Provider User Guide*, Hiring Decisions section for this process.

CheckPT Provider User Guide

Provider's Paying for Background Checks

The GBI has asked that requests for billing access to Idemia go through DBHDD first. Please refrain from emailing the GBI or Idemia directly as this may cause a delay in Idemia account setup.

If your agency has not been set up for billing in Idemia and you would like to pay for applicants' background checks, please do the following:

1. Email DBHDD at **dbhdd.provider@dbhdd.ga.gov** with the following information:
   - Your agency name (as it appeared in Fieldprint/Gemalto),
   - Fieldprint GAC number, and
   - Names and Email Addresses of the employees you would like to have access to your Idemia account.

> ### *How to locate your Fieldprint GAC number:*
>
> *This is also known as the Requesting Agency ID in Fieldprint. It is part of the FP Code that is given to applicants for registration. You can find this number by logging into your agency Fieldprint account and clicking on MyTools.*
>
> *Please note that DBHDD does not have access your agency's Fieldprint GAC.*

2. When DBHDD receives the above information, it will be sent to GBI/Idemia so they can create your agency's Idemia account. You should receive your login credentials from Idemia

in 3-5 business days.
- If you do not provide the correct GAC number, the GBI will try to verify your information. If they cannot, you may have to go through the process of setting up a new GAC number which will cause further delays.

3. Once you have your Idemia login credentials, follow the steps in *Idemia UEP AMP – First Time Log in Guide* to set up your Idemia billing account.

4. After logging into Idemia, users should follow the *Provider Pay Account Setup Idemia Billing* guide in order to link a credit card with your Idemia account.
5. When the above steps are complete, you must copy your Account UUID from Idemia to CheckPT. Follow the steps in the *Idemia Registration and Adding/Updating Idemia Account Number in CheckPT*.

6. When you have added the Idemia Account UUID number into CheckPT it will generate your Code for Payment by Provider. This will be the code which you give to the applicant so they may apply through CheckPT for their background check.

Go-Live Office Hours

DBHDD will host extended "Office Hours" on Tuesdays and Thursdays from 10:00 AM to 12:00 PM beginning January 21, 2025 for four weeks. Join the meeting at any point within stated hours if you need assistance with logging into or using CheckPT.

Use the access information below to join any of the sessions, no registration required .

Microsoft Teams Need help?
Join the meeting now
Meeting ID: 240 183 964 996
Passcode: 8Ge2Rm7s

Dial in by phone
+1 470-344-9228,,695211736# United States, Atlanta
Find a local number
Phone conference ID: 695 211 736#

Join on a video conferencing device
Tenant key: dbhdd@m.webex.com
Video ID: 112 259 028 2
More info

Important Dates

DBHDD can no longer approve registrations in Fieldprint. All applicants approved for fingerprinting through Fieldprint must be fingerprinted before 2/1/25. Otherwise, applicants must go through CheckPT.

Refunds through Fieldprint

Until 3/31/25, please direct all refund requests or other concerns to **gacustomerservice@myfieldprint.com.**

As of 4/1, please direct all refund requests or other concerns to **customerservice@fieldprint.com.**

Intellectual and Developmental Disabilities New Services System Updates

IN CASE YOU MISSED IT …

The Department of Behavioral Health and Developmental Disabilities (DBHDD), Division of Intellectual and Developmental Disabilities is pleased to inform the IDD provider network of the progress on system updates. The NOW and COMP rate increases are being implemented through the multiple phases as noted in earlier Office of Provider Relations newsletters and Special Bulletins.

While the large majority of rate increases for NOW and COMP waivers have been implemented, work is underway to actualize the new services:

- CRA - Specialized and Intensive Services,
- CAG - Community,
- Supported Employment Group.

DBHDD is working diligently to develop the infrastructure – including policy development, provider training and billing guidance that is required to support these innovative new services.

Providers may begin to see service updates in our provider manuals such as Community Access Group in the Community. This service has been described in the manuals to allow providers to prepare for this new service. Please note that this service is not yet available; it will be implemented following the formal roll out and training.

Please stay tuned for updates.

Frequently Asked Questions

Community Access Group

Regarding the current delivery of services, we have received many questions regarding Community Access Group (CAG), and we want to confirm that the CAG Facility ratio remains the same, a ratio that cannot exceed 1:10.

Chapter 2001 in the COMP Part III and Chapter 1700 in the NOW Part III specifies this ratio for CAG services that are be provided in a facility. Prior to implementation, we will include additional information on CAG Community, which will require that the ratio not exceed 1:5, in the aforementioned training.

Supported Employment Services

Information on changes to Supported Employment Group services will be addressed in an upcoming training event. Until the completion of system updates for the new rates and modifiers, Supported Employment services will continue as previous defined in policy.

Both the NOW Part III and COMP Part III may be found at **https://www.mmis.georgia.gov/** under Provider Information/Provider Manuals.

DBHDD Policy Information

Since January 1, 2025, DBHDD updated or developed the following policies:

CCBHC Standard 18 - Suicide Prevention, 01-418

CCBHC Standard 19 - Housing Access, 01-419

CCBHC Standard 23 – Preventative Care and Screening, 01-423

Certified Community Behavioral Health Clinic (CCBHC) Tier 1+, 01-400

Community Mortality Review Committee, 04-108

Please direct all policy-related questions to the Office of Provider Relations via the Provider Issue Management System (PIMS). To submit your questions, **click here**.

Office of Provider Relations

JUST A REMINDER...
Question for your Provider Relations Team?

The Provider Issues Management System (PIMS) is your online source to have your questions answered in a consistent, reliable and timely way! In addition to providing a timely response, the information we gather from PIMS will assist DBHDD in trending common concerns, developing FAQs, and informing policy reviews. You can access the PIMS site directly by using the link below.

Provider Issue Management System (PIMS)

PIMS is also accessible through the **DBHDD website** by selecting the "**Submit a Question to Provider Relations**" tile on the DBHDD homepage.

Senior Provider Relations Manager
Sharon Pyles

Provider Relations Managers
Mary Williams
Elizabeth Barbour

For Provider Relations inquiries, please contact us at
DBHDD.Provider@dbhdd.ga.gov.

BE WELL