



OASAS APG

AWARDS INFORMATION SHEET

AWARDS utilizes several features when conforming to OASAS Ambulatory Patient Groups (APG) guidelines. This document will describe each of the components used.

PROGRESS NOTES

The progress notes type list is now configurable, and will be used to track the type of service being provided and billed for. Unless Foothold is notified otherwise, the following progress note types will be set for APG program types as of July 1, 2011.

Admission Assessment	Brief Intervention	Brief Treatment
Collateral Visit	Complex Care Coordination	Individual Counseling
Medication Administration and Observation	Medication Management	Peer Support Services
Psychiatric Assessment	Screening	Smoking Cessation Treatment
General Chart Note (not billable)		

For programs providing physical health services, these four additional service types can be added at the program type level: Physical Health – Initial, Physical Health – Follow-up, Physical Exam – Initial, and Physical Exam – Follow-up. If you do not see these note types displaying in your database and you need them, contact the Help Desk.

*Once notes are entered using these note types, the list can be added to but existing types **cannot** be removed.*

In addition, a number of FormBuilder templates will be made available to insert into progress notes, which comply with OASAS requirements. These include:

822 Brief Intervention Note	822 Brief Treatment Note	822 Collateral Contact Note
822 Complete Care Coordination Note	822 Individual Progress Note	822 IOS Daily Note
822 Med Admin Management Note	822 Peer Screening Note	822 Pre-Admissions Note
822 Screening Form Note		

GROUP ACTIVITIES – IOS STATUS

To create sub-communities with programs, AWARDS utilizes the Group Activities feature in the Services module. A new "Program Division" activity type will be created for APG programs, along with a new "Intensive Outpatient Services (IOS)" group activity. This setup will be done by Foothold. To assign expected members to this group, use the Group Schedule Setup > Group Member Status > Add New Group Members feature in the Services module. This will be the responsibility of appropriate users within each agency.

*The "Program Division" activity type has particular functionality associated with it and should be reserved for this APG purpose **only** and should not have any other group activities assigned to it.*

BILLING

To accommodate the new APG billing rules, agencies that utilize the BillingBuilder feature can now set up multi-line invoices, and set-up billing procedures that follow the APG billing guidelines. Each billing procedure will require a specific note type and duration to be entered into the Progress Notes feature.

For example, when writing a note using the "Admission Assessment" note type, the Duration entered on the note will determine if a Brief, Normative or Extended procedure is invoiced.

Some exceptions to this rule exist. For example, Group Counseling will be based on Group Notes in AWARDS, and Intensive Outpatient will be based on aggregate contact time plus enrollment in the IOS program type.

All needed billing configuration edits will be deployed for agencies using the BillingBuilder feature on July 1, 2011.