

NCQA Corrections, Clarifications and Policy Changes to the 2022 MBHO Standards and Guidelines

July 25, 2022

This document includes the corrections, clarifications and policy changes to the 2022 MBHO standards and guidelines. NCQA has identified the appropriate page number in the printed publication and the standard and head—subhead for each update. Updates have been incorporated into the Interactive Review Tool (IRT). NCQA operational definitions for correction, clarification and policy changes are as follows:

- A **correction (CO)** is a change made to rectify an error in the standards and guidelines.
- A **clarification (CL)** is additional information that explains an existing requirement.
- A **policy change (PC)** is a modification of an existing requirement.

An organization undergoing a survey under the 2022 MBHO Standards and guidelines must implement corrections and policy changes within 90 calendar days of the IRT release date, unless otherwise specified. The 90-calendar-day advance notice does not apply to clarifications or FAQs, because they are not changes to existing requirements.

Page	Standard/Element	Head/Subhead	Update	Type of Update	IRT Release Date
43	Policies and Procedures— Section 5: Additional Information	Notifying NCQA of Reportable Events	Revise the third subbullet under the first bullet to read: <ul style="list-style-type: none"> – Request for corrective action where the substance of such corrective action relates to the organization’s handling of utilization management decisions, network adequacy, quality improvement, benefit denials, complaints, grievances, appeals or other important patient safety matters. 	CL	7/25/22
43	Policies and Procedures— Section 5: Additional Information	Notifying NCQA of Reportable Events	Add the following as a new third bullet: <ul style="list-style-type: none"> • Self-identification of systemic issues affecting 5% or more of eligible case management, credentialing/recredentialing or utilization management files; for example, untimely UM denials or late recredentialing. 	CL	7/25/22
43	Policies and Procedures— Section 5: Additional Information	Notifying NCQA of Reportable Events	Revise the second paragraph to read: Reporting obligations are effective upon issuance of the notice of sanctions, issuance of a fine or a request for corrective action, or self-identification of issues. The notification requirement is not paused as a result of any appeal or negotiations with the applicable regulatory authority.	CL	7/25/22
43	Policies and Procedures— Section 5: Additional Information	Notifying NCQA of Reportable Events— Annual Attestation of Compliance With Reportable Events	Revise the information in this section to read: On an annual basis, the organization must also complete an attestation signed by an officer or other authorized signatory of the organization, affirming that it has notified NCQA of all Reportable Events specified in NCQA’s Policies and Procedures. Failure to comply with Reportable Events submission or annual attestation requirements may result in suspension or revocation of Accreditation status.	CL	7/25/22

NCQA Corrections, Clarifications and Policy Changes to the 2022 MBHO Standards and Guidelines

July 25, 2022

Page	Standard/Element	Head/Subhead	Update	Type of Update	IRT Release Date
			Annually, NCQA sends an email reminder to the designated Accreditation contact to complete the annual attestation. Submit annual attestations via My NCQA (https://my.ncqa.org). The attestation must be completed within 30 days of the email notification.		
44	Policies and Procedures— Section 5: Additional Information		<p>Add the following new section head and text between “Notifying NCQA of Reportable Events” and “Discretionary Survey.”</p> <p>Interrater Reliability</p> <p>NCQA strives for consistency in the Accreditation/Certification process and across all surveys.</p> <p>NCQA defines “interrater reliability” (IRR) as the extent to which two or more independent surveyors produce similar results when assessing whether the same requirement is met—the level of confidence that similarly trained individuals would be likely to produce similar scores on the same standards for the same product when the same evidence is evaluated.</p> <p>To support consistency, NCQA will continue to clarify standards and educate surveyors. Organizations preparing for survey should also review all applicable standards, including changes between standards years and related NCQA corrections, clarifications, and policy changes, as well as FAQs, focusing on the standards’ intent, scored elements and factors, explanations, and type of evidence (data sources) required to demonstrate that a requirement is met.</p> <p>Reporting IRR Issues to NCQA</p> <hr/> <p>Report suspected IRR issues to NCQA during the following survey stages:</p> <ul style="list-style-type: none"> • When the organization responds to initial issues (following the conference call with the surveyor and ASC). • During the organization review and comment stage (during the post-survey review process). • During a Reconsideration (after the survey is completed). <p>Issues may be reported in the survey tool (IRT) or by submitting a case to My NCQA (https://my.ncqa.org).</p> <p>To protect the integrity of the Accreditation process, NCQA does not accept materials in an IRR report that did not exist at the time of the original completed survey tool submission.</p>	CL	7/25/22

NCQA Corrections, Clarifications and Policy Changes to the 2022 MBHO Standards and Guidelines

July 25, 2022

Page	Standard/Element	Head/Subhead	Update	Type of Update	IRT Release Date
			<p>As a reminder, file review results may not be disputed or appealed once the onsite survey is complete, whether completed in-person or virtually. If you suspect an IRR issue related to a file review element, the issue should be reported during the onsite survey.</p> <p>NCQA performs an expedited review of reported IRR concerns on non-file review elements to ensure timely and accurate Accreditation/ Certification decisions. Based on review of a potential issue, NCQA may:</p> <ol style="list-style-type: none"> 1. <i>If NCQA's scoring was inconsistent for non-file review elements</i>, issue a one-time exception for scoring of the standard, and require a Corrective Action Plan (CAP). NCQA reserves the right to determine if scoring was inconsistent. 2. <i>If no inconsistency is found</i>, maintain the standard score. <p>NCQA analyzes IRR information to identify opportunities to clarify requirements or enhance surveyor education.</p>		
49	Policies and Procedures— Section 5: Additional Information	Suspending Accreditation	<p>Revise the first sentence under the “Grounds for immediate suspension” subhead to read:</p> <p>Grounds for recommending suspension of Accreditation status include, but are not limited to:</p>	CL	7/25/22
49	Policies and Procedures— Section 5: Additional Information	Suspending Accreditation	<p>Add the following as a new sixth bullet under the “Grounds for immediate suspension” subhead:</p> <ul style="list-style-type: none"> • Failure to comply with Reportable Events submission or annual attestation completion requirements. 	CL	7/25/22
49	Policies and Procedures— Section 5: Additional Information	Revoking Accreditation	<p>Revise the sixth bullet under “Grounds for revocation” to read:</p> <ul style="list-style-type: none"> • The organization violates other published NCQA policies, including failure to submit Reportable Events or completion of annual attestation. 	CL	7/25/22
63	QI 1, Element F	Look-back period	<p>Revise the look-back period to read:</p> <p><i>For First Surveys and Renewal Surveys:</i> 6 months for factor 1, prior to the survey date for factor 2.</p>	CO	7/25/2022
63	QI 1, Element F	Explanation— Factor 2	<p>Add the following as the last section in the Explanation:</p> <p>Related information</p> <p><i>Use of vendors for training on cultural competency, bias or inclusion.</i> If the organization contracts with a vendor to provide training on cultural competency, bias or inclusion for factor 2, it provides access to the vendor’s documentation. NCQA does not consider the relationship to be delegation, and delegation oversight is not required under QI 12.</p>	CO	7/25/2022

NCQA Corrections, Clarifications and Policy Changes to the 2022 MBHO Standards and Guidelines

July 25, 2022

Page	Standard/Element	Head/Subhead	Update	Type of Update	IRT Release Date
			NCQA evaluates the vendor's documentation against the requirements. Refer to <i>Vendors</i> in Appendix 2.		
205	UM 4, Element D	Scope of review—Documentation	Removed “used” from the first sentence to read: <i>For All Surveys:</i> For factor 1, NCQA reviews the organization's written policies and procedures for using all licensed consultants, including internal and external licensed consultants, and reviews the list of licensed consultants.	CL	7/25/2022
205	UM 4, Element D	Explanation—Factor 1: Policies and procedures for using licensed consultants	Revise the first paragraph to the factor 1 explanation to read: The organization has written policies and procedures for using licensed consultants, including internal and external licensed consultants. The organization maintains a list of licensed consultants that includes contact information (e.g., phone numbers, names, specialties) and makes the list available to UM staff as a reference for contacting those consultants.	CL	7/25/22
205	UM 4, Element D	Explanation—Factor 1: Policies and procedures for using licensed consultants	Added a second paragraph to the explanation of factor 1 that reads: If external entities are unable to provide a list with names of all licensed consultants for proprietary reasons, providing a list of the specialties of all licensed consultants with contact information would meet the intent; a name is not required. Listing centralized contact information for an external entity meets the intent if the entity does not provide direct contact information for individual specialists. The specialist types available from the entity must be included on the organization's list.	CL	7/25/22
255, 260	UM 11, Elements A, C	Explanation—Factor 7: Annually monitoring the UM system controls process	Revise the fourth subbullet in the second paragraph to read: <ul style="list-style-type: none"> • If the organization conducts auditing as the method for monitoring: <ul style="list-style-type: none"> – All noncompliant modifications must be reviewed if the organization's system can identify noncompliant modifications. – Sampling is allowed only if the organization does not use a credentialing system that can identify all noncompliant modifications. Refer to <i>Related information</i> for details on the sampling methodology. 	PC	7/25/2022

NCQA Corrections, Clarifications and Policy Changes to the 2022 MBHO Standards and Guidelines
July 25, 2022

Page	Standard/Element	Head/Subhead	Update	Type of Update	IRT Release Date
255, 260	UM 11, Elements A, C	Explanation—Related Information	<p>Add the following text under the Explanation:</p> <p>Related information</p> <p><i>Factor 7: Sampling methodology for auditing.</i> Sampling is allowed for organizations that use auditing as the monitoring method in Elements A–D.</p> <p>The organization must use the “5% or 50 files” audit method: Randomly select 5% of files or 50 files (whichever is less), from each applicable file type, to review against requirements:</p> <ul style="list-style-type: none"> • UM denials (5% or 50 files). • UM appeals (5% or 50 files). <p>For each applicable file type noted above, the organization must determine the sample size of 5% or 50 files (whichever is less) based on all files in the file universe. The file universe includes all files, with or without modifications. The sample that will be audited must include only files with modifications (whether modifications are compliant or noncompliant with the organization’s policies and procedures).</p> <p>Once the sample size is calculated from the entire file universe, the organization determines how it selects the sample. NCQA does not specify how the organization selects the sample once the sample size is determined using the entire file universe.</p> <p>If the organization:</p> <ul style="list-style-type: none"> • <i>Can identify files with modifications</i>, it may randomly select a sample from a universe that contains modified files. • <i>Cannot identify files with modifications</i>, it may randomly select a sample from the entire file universe; the organization continues to pull files from the entire universe until 5% or 50 files in the sample have modifications. 	PC	7/25/2022
257, 262	UM 11, Elements B, D	Explanation- —Factor 2: Analyzing all modifications that did not meet the policies and procedures.	<p>Add the following text and Note as the last two paragraphs:</p> <p>A goal is not required for the quantitative analysis. The organization reviews all instances of modifications that did not meet its policies and procedures.</p> <p>Note: <i>If the organization uses sampling, it reviews all noncompliant modifications in the sample.</i></p>	CL	7/25/2022
267	UM 12, Element C	Stem	<p>Replace “annually” with “at least annually” in factors 5 and 6 to read:</p> <p>5. At least annually, the organization monitors the delegate’s UM denial and appeal system security controls to ensure that the delegate monitors its compliance with the delegation agreement or with the delegate’s policies and procedures.</p>	CO	7/25/2022

NCQA Corrections, Clarifications and Policy Changes to the 2022 MBHO Standards and Guidelines
July 25, 2022

Page	Standard/Element	Head/Subhead	Update	Type of Update	IRT Release Date
			6. At least annually, the organization acts on all findings from factor 5 for each delegate and implements a quarterly monitoring process until each delegate demonstrates improvement for one finding over three consecutive quarters.		
269	UM 12, Element C	Explanation—Factor 5: Annual monitoring of UM systems	<p>Replace “annually” with “at least annually” in the first paragraph to read:</p> <p>The organization’s process for monitoring system security controls covers delegates that store, create, modify or use UM denial or appeal receipt and notification dates covered by <i>UM 5: Timeliness of UM Decisions</i>, <i>UM 8: Policies for Appeals</i> or <i>UM 9: Appropriate Handling of Appeals</i> on its behalf. If the organization contracts with such delegates, it has a process for:</p> <ul style="list-style-type: none"> • Monitoring the delegate’s UM denial and appeal system security controls in place to protect data from unauthorized modification, as outlined in UM 11, Element A (UM Denial System Controls) and Element C (UM Appeal System Controls), factor 6, at least annually. • Ensuring that the delegate monitors, at least annually, that it follows the delegation agreement or its own policies and procedures. 	CO	7/25/2022
284	CR 1, Element C	Explanation—Factor 5: Annually monitoring the credentialing process	<p>Revise the fourth subbullet in the second paragraph to read:</p> <ul style="list-style-type: none"> • If the organization conducts auditing as the method for monitoring: <ul style="list-style-type: none"> – All noncompliant modifications must be reviewed if the organization’s system can identify noncompliant modification. – Sampling is allowed only if the organization does not use a credentialing system that can identify all noncompliant modifications. Refer to Related information for details on the sampling methodology. 	PC	7/25/2022
284	CR 1, Element C	Explanation—Related information	<p>Add the following subhead and text under the Explanation:</p> <p>Related information</p> <p><i>Factor 5: Sampling methodology for auditing.</i> Sampling is allowed for organizations that use auditing as the monitoring method in Elements C and D.</p> <p>The organization must use the “5% or 50 files” audit method: Randomly select 5% of files or 50 files (whichever is less) from each applicable file type, to review against requirements.</p> <p>At a minimum, the sample includes at least 10 credentialing files and 10 recredentialing files. If fewer than 10 practitioners were credentialed or recredentialed since the last annual audit, the organization audits the universe of files rather than a sample.</p>	PC	7/25/2022

NCQA Corrections, Clarifications and Policy Changes to the 2022 MBHO Standards and Guidelines

July 25, 2022

Page	Standard/Element	Head/Subhead	Update	Type of Update	IRT Release Date
			<p>The file universe includes all files, with or without modifications. The sample that will be audited must include only files with modifications (whether modifications are compliant or noncompliant with the organization’s policies and procedures).</p> <p>Once the sample size is calculated from the entire file universe, the organization determines how it selects the sample. NCQA does not specify how the organization selects the sample once the sample size is determined using the entire file universe.</p> <p>If the organization:</p> <ul style="list-style-type: none"> • <i>Can identify files with modifications</i>, it may randomly select a sample from a universe that contains modified files. • <i>Cannot identify files with modifications</i>, it may randomly select a sample from the entire file universe; the organization continues to pull files from the entire universe until 5% or 50 files in the sample have modifications. 		
285	CR 1, Element D	Explanation—Factor 2: Analyzing all modifications that did not meet the policies and procedures.	<p>Add the following text and Note as the last two paragraphs:</p> <p>A goal is not required for the quantitative analysis. The organization reviews all instances of modifications that did not meet its policies and procedures.</p> <p>Note: <i>If the organization uses sampling, it reviews all noncompliant modifications in the sample.</i></p>	CL	7/25/2022
315	CR 8, Element C	Stem	<p>Replace “annually” with “at least annually” in factors 5 and 6 to read:</p> <p>5. At least annually, the organization monitors the delegate’s credentialing system security controls to ensure that the delegate monitors its compliance with the delegation agreement or with the delegate’s policies and procedures.</p> <p>6. At least annually, the organization acts on all findings from factor 5 for each delegate and implements a quarterly monitoring process until each delegate demonstrates improvement for one finding over three consecutive quarters.</p>	CO	7/25/2022
317	CR 8, Element C	Explanation—Factor 5: Annual monitoring of CR systems	<p>Replace “annually” with “at least annually” in the first paragraph to read:</p> <p>The organization’s process for monitoring system security controls covers delegates that store, create, modify or use credentialing or recredentialing data on its behalf. If the organization contracts with such delegates, it has a process for:</p> <ul style="list-style-type: none"> • Monitoring the delegate’s credentialing system security controls in place to protect data from unauthorized modification, as outlined in CR 1, Element C (Credentialing System Controls), factor 4, at least annually. • Ensuring that the delegate monitors, at least annually, that it follows the delegation agreement or its own policies and procedures. 	CO	7/25/2022

NCQA Corrections, Clarifications and Policy Changes to the 2022 MBHO Standards and Guidelines

July 25, 2022

Page	Standard/Element	Head/Subhead	Update	Type of Update	IRT Release Date
359	LTSS 1, Element A	Explanation	Revise the second paragraph to read: Factor 3 is a critical factor; if this critical factor is scored “no” the organization’s score cannot exceed 20% for each program.	CL	7/25/22
374	LTSS 1, Element E	Explanation	Revise the second paragraph to read: Factors 1, 2 and 3 are critical factors; if one critical factor is scored “no” the organization’s score cannot exceed 20% for the element. If two or more critical factors are scored “no,” the organization’s score cannot exceed 0% for the element.	CL	7/25/22
377	LTSS 1, Element F	Explanation	Revise the second paragraph to read: Factor 1 is a critical factor; if this critical factor is scored “no” the organization’s score cannot exceed 20% for the element.	CL	7/25/22
6-9	Appendix 6— Glossary		Add the following as a new definition: interrater reliability: The extent to which two or more independent surveyors produce similar results when assessing whether the same requirement is met—the level of confidence that similarly trained individuals would be likely to produce similar scores on the same standards for the same product when the same evidence is evaluated.	CL	7/25/22
PREVIOUSLY POSTED UPDATES					
3-1	Appendix 3— Delegation and Automatic Credit Guidelines	Definitions	Add the following as a new definition: Previously unidentified delegate A contracted delegate identified during a survey that was not initially reported by the organization in the NCQA delegation worksheet.	CL	3/28/22
3-5	Appendix 3— Delegation and Automatic Credit Guidelines	How NCQA Evaluates Delegation— Delegation oversight—De facto delegation	Revise the following subhead and first paragraph to read: Previously unidentified delegates and de facto delegation If NCQA identifies previously unidentified delegates or de facto delegation at any point after selecting the delegates (including during the offsite survey), NCQA reserves the right to review oversight of the previously unidentified delegates or de facto delegates by selecting them at random to include up to two delegates in addition to the four originally selected.	CL	3/28/22

NCQA Corrections, Clarifications and Policy Changes to the 2022 MBHO Standards and Guidelines
July 25, 2022

PREVIOUSLY POSTED UPDATES																			
Page	Standard/Element	Head/Subhead	Update			Type of Update	IRT Release Date												
3-20	Appendix 3— Delegation and Automatic Credit Guidelines	Automatic Credit for Delegating to an NCQA-Accredited PHP Organization	Add QI 6, Element C text to Table 5: <i>Table 5: Automatic credit for delegating to an NCQA-Accredited PHP organization</i> <table border="1" data-bbox="751 488 1423 656"> <thead> <tr> <th colspan="2">MBHO Standards and Elements</th> <th>Initial</th> <th>Renewal</th> </tr> </thead> <tbody> <tr> <td colspan="4">QI 6: Behavioral Health Screening</td> </tr> <tr> <td>C</td> <td>Programs Based on Scientific Literature</td> <td align="center">Y</td> <td align="center">Y</td> </tr> </tbody> </table>			MBHO Standards and Elements		Initial	Renewal	QI 6: Behavioral Health Screening				C	Programs Based on Scientific Literature	Y	Y	CO	3/28/22
MBHO Standards and Elements		Initial	Renewal																
QI 6: Behavioral Health Screening																			
C	Programs Based on Scientific Literature	Y	Y																