



## **Certified Community Behavioral Health Clinic (CCBHC) Application**

On and after February 1, 2027, community mental health centers or qualified nonprofit providers in Kansas can be certified as [Certified Community Behavioral Health Clinics \(CCBHCs\)](#) by the [Kansas Department for Aging and Disability Services \(KDADS\)](#), provided they are certified by KDADS and offer the required services. These services include crisis services, screening and diagnosis, person-centered treatment planning, outpatient care, primary care monitoring, case management, psychiatric rehabilitation, peer and family support, medication-assisted treatment, assertive community treatment, and community-based mental healthcare for military personnel and veterans. Entity license types include but are not limited to: Substance Use Disorder (SUD) Licenses up to level 2.1. Professional license types include but are not limited to: LMHPs, LPCs, Psychologists, Psychiatrists, Psychiatric Nurse Practitioners, Licensed Addiction Counselors, Registered Nurses (RNs), Peer Support Specialists. When the entity is working towards licensure, appropriate supervision must be provided in accordance with applicable state laws. The entity must be eligible to participate in the state Medicaid program to receive the Prospective Payment System (PPS). The Kansas Department for Aging and Disability Services (KDADS) provides an application process for Qualified Non-Profit Non-Community Mental Health Center (CMHC) entities seeking certification to become a Certified Community Behavioral Health Clinic (CCBHC). This application outlines the steps, documentation, and review process required for entities to seek certification as a CCBHC in Kansas. KDADS will review all submitted materials to determine eligibility, readiness, and compliance with the criteria necessary for certification.

**Note:** This is not an application for funding. It is an application for certification as a CCBHC.

The goals of the CCBHC program in Kansas are to:

1. **Increase access to community-based mental health and substance use disorder services**, particularly in underserved communities.
2. **Advance integration of behavioral health with physical health care** to ensure comprehensive and coordinated care
3. **Improve utilization of evidence-based practices** to enhance the quality and effectiveness of services provided.

Entities seeking certification must demonstrate the ability to meet all federal and state CCBHC criteria, including but not limited to:

1. Providing a full continuum of mental health and substance use disorder services,
2. Offering 24/7 crisis response,
3. Ensuring care coordination across providers and systems,
4. Serving individuals regardless of their ability to pay, and
5. Maintaining data reporting and quality improvement systems to track outcomes.

### **Eligibility and Readiness Requirements**

To be considered for certification as a CCBHC, entities must:

- 1) Attend CCBHC orientation meeting



- 2) Submit letter of intent to KDADS
- 3) Complete online pre-application CCBHC screening and meet KDADS standards
- 4) Complete online CCBHC compliance checklist online and meeting KDADS standards
- 5) Be invited by KDADS to submit a detailed narrative and all supporting documents as requested by KDADS
  - a. This narrative should include information:
    - i. Population served
    - ii. Specific behavioral health needs in the community
    - iii. How the entity is uniquely positioned to address those needs
    - iv. Sustainability of the program
- 6) Additionally, applying organizations must provide supporting documentation, such as:
  - a. Data on the demand for services
  - b. Community partnerships
    - c. Any relevant certifications or qualifications
    - d. Current Community needs assessment that meets CCBHC requirements
- 7) Financial Stability
  - a. Most recent audited financial statements and a business plan demonstrating the ability to support CCBHC service delivery

## **Certification Review Process**

### **Step One: Initial Submission**

- A. Orientation Meeting:** The orientation meeting will include specific information about the CCBHC model's requirements and KDADS expectations of a CCBHC. This will help entities fully understand the requirements of the CCBHC model. During the orientation meeting, KDADS's staff will discuss each step of the application process.

**Note: Orientation meeting will be held in July. Applicants must attend to be able to have access to complete the following steps**

**B. Letter of Intent:** Submit a letter of intent to [Kdads.BHS.TA@ks.gov](mailto:Kdads.BHS.TA@ks.gov) that specifically addresses:

- A.** Entity readiness and ability to meet the criteria and requirements of the CCBHC model.
  1. This letter should highlight the organization's experience in providing comprehensive healthcare services.
  2. **Note: Letters of Intent will be accepted through August 14, 2026.**
  3. **Completion of online Pre-Application CCBHC screening:**
    - a. Link will be sent after KDADS receives the Letter of Intent.
  4. **Completion of online CCBHC Readiness Checklist:**
    - a. Link will be provided **only after** passing the CCBHC Pre-Application screening.



Please note: The CCBHC Pre-Application screening and CCBHC Readiness Checklist must be completed before September 1, 2026.

## **INELIGIBLE- DOES NOT MEET QUALIFICATIONS**

Applicants cannot move forward in the CCBHC application process if the answers to the Pre-Application CCBHC screening or the CCBHC Readiness checklist are not met. We appreciate your time and effort. You may request to begin this process again in 6 months' time. Thank you for your efforts and interest in making the lives of Kansans better!

### **KDADS will notify providers who have successfully completed step 1 of the CCBHC application before proceeding to step 2.**

#### **Step Two Application Process- Starts September 1, 2026**

- A. **Provider Narrative:** The Provider narrative must demonstrate qualifications of the organization that shows their ability to meet the needs of their service area and to function as a CCBHC.
  1. **Narrative Requirements**—The narrative should include information on the population served, the specific behavioral health needs in the community, and how the entity is uniquely positioned to address those needs.
    - a. **Population to be Served:** Qualified Non-Profit Non-CMHC entities must provide a clear description of the population they intend to serve within the CCBHC program. This shall include demographic information, such as age groups, reasonably defined geographic location, and specific needs or vulnerabilities of the population.
    - b. **Need for CCBHC:** Qualified Non-Profit Non-CMHC entities must articulate the specific reasons why they believe a CCBHC program is necessary and beneficial for their prospective service area and include an analysis of integration into an existing service area. The justification must prove that it fills a critical service gap for a specific population, avoiding unnecessary overlap in the specific service area. This must include an assessment of the community's behavioral health needs, gaps in existing services, and the potential impact of implementing a CCBHC model on existing provider networks.
    - c. **Financial Review:** Entities need to demonstrate their financial



stability and sustainability to ensure they have the necessary resources to support the CCBHC model by submitting their most recent audited financials and a business plan indicating how they plan to implement the service area(s) not currently being provided.

**B. Supporting Documentation:**

- a. **Community Needs Assessment**—Applying organizations must submit a self-conducted Community Needs Assessment that includes components as required by the CCBHC-established criteria.
- b. **Staffing Plan**—Applying organizations must submit a staffing plan responsive to their Community Needs Assessment.
- c. **Community partnership plans**-shows how organization is working with an array of community partners to ensure best care coordination for population served
- d. **Data**- proof that the applying agency can collect are required data metrics of a CCBHC

**C. CCBHC Accreditation:**

- a. The applying organization must seek CCBHC accreditation from an approved CCBHC accreditation agency to demonstrate its commitment to following a well-defined model of care that is critical to supporting access to high-quality behavioral health services.
  1. If not CCBHC accredited, please submit a plan for obtaining CCBHC accreditation.

**D. Cost Report**—Applying organizations must submit an electronic file that the organization must fill out to establish its Prospective Payment System (PPS) rate. The cost report shall be submitted to [kdads.auditccbhc@ks.gov](mailto:kdads.auditccbhc@ks.gov). KDADS will create a password protected SharePoint folder for organizations to upload supporting documentation related to the cost report.

Please submit Provider Narrative, supporting documentation, CCBHC accreditation documentation and cost report to [Kdads.BHS.TA@ks.gov](mailto:Kdads.BHS.TA@ks.gov).

Note: KDADS will conduct on-site reviews no sooner than February 1, 2027, upon approval of the application.

**Step Three: Required Trainings and Affidavit**

- A. **Training:** Each entity applying for full certification will be required to complete the following webinars prior to the full certification review. These webinars are designed to ensure a comprehensive understanding of each component of the CCBHC model.
  1. **Webinar Format:** The training will be provided through recorded videos created by the National Council, SAMHSA, and those prescribed by KDADS
    - A. **Required Webinars:** The specific trainings will be required for completion:
      1. [CCBHC Criteria On-demand Lessons](#) (Agency must complete the following: CCBHC 101, Staffing, Care Coordination, Availability & Accessibility, Scope of Services, Quality and Other Reporting, Organizational Authority, Governance & Accreditation, Community Needs Assessment)



[CCBHC Quality Measures Guidance and Webinar Series |](#)

[SAMHSA](#) (Agency must complete all 10 webinars)

3. Cost Report webinar- Myers & Stauffer (TBD)

### **Training-**

2The affidavit will need to be submitted with application documents to [KDAD.BHS.TA@ks.gov](mailto:KDAD.BHS.TA@ks.gov)

### **Step Four: Desk Review and Rate Setting: Review is upon submission**

- A. **Desk Review:** KDADS will conduct a desk review to verify the information provided by the applying organization.
- B. **Rate Setting:** Once the cost reports are reviewed, the applying organization and KDADS will discuss the Prospective Payment System (PPS) rate for the applying organization and issue a rate memo verifying the agreed-upon daily PPS rate.

**Note:** Approval of the application is based on the completeness of all steps outlined above and a completed Rate Setting process. No approvals will be issued until all required information and steps are completed. *Additionally, KDADS reserves the right to evaluate the applying organization's readiness for certification based on the organization's current adherence to the CCBHC Regulations and Standards.*

The application review process is 30 business days, starting on **November 1, 2026**. Notification of approvals will be made by December 16, 2026.

### **Step Five: Full Certification Review [No sooner than February 1, 2027]**

- A. **Full Certification Review :** As part of the certification process, KDADS will conduct regular reviews of organizations to determine proper implementation of the CCBHC model as prescribed by Federal Guidance (PAMA Section 223).
  - a. **These reviews will be scheduled no sooner than February 1, 2027.** Each review shall include client and staff interviews, client and personnel file audits, and additional information not limited to: Review of the organization's implementation of the CCBHC Model including:
    - i. Adherence to the CCBHC Standards guidelines
    - ii. Evidence-Based Practices-KDADS will review Individual Placement and Support or supported employment practices (IPS), and Assertive Community Treatment (ACT) for fidelity and track Cognitive Behavioral Therapy (CBT) and Medication Assisted Treatment (MAT) best practices within each organization.
    - iii. KDADS will track Cognitive Behavioral Therapy (CBT) and Medication Assisted Treatment (MAT) activities within each organization.
    - iv. Full policy and procedure review of the organization.



- v. Review of required CCBHC Quality Measures data.
  - vi. Review of any Continual Quality Improvement (CQI) Plan that has been previously developed.
  - b. Each review will result in a written report from KDADS to the applying organization outlining each CCBHC criteria and how the applying agency meets the criteria, needs improvement, or is not meeting the criteria (with examples of how the applying agency can meet criteria) using a 1 to 3 scale (1=insufficient and 3=meets criteria.)
- B. Passing Score:** Upon successful review (meeting an 85 or higher overall score), KDADS will issue full Certification Certificates within thirty (30) days of receiving and approving the CQI plan based on the indicators below:
- a. CCBHC-certified organizations must produce a continuous quality improvement (CQI) plan that includes any criteria from the certification review that scored a two (2) or below, along with an implementation plan to get to a three (3).
    - i. For any criteria scoring a one (1) or below, the applying agency is required to submit quarterly updates to KDADS on the progress made on those criteria until KDADS determines that the criteria meet the threshold of a score of 3 or higher.
- C. Failing Score:** If the applying agency does not score 85 or higher, KDADS has sole discretion to not approve the application.

**Note:** The qualifying agency can request another certification review no earlier than six (6) months from the last certification review date.

## **Summary of Certification Timeline and Requirements**

### **Step One: Initial Submission**

- A. Orientation Meeting
- B. Letter of intent submitted and accepted by KDADS
- C. Complete online CCBHC assessment
- D. Complete online CCBHC Readiness Checklist

### **Step Two: Application Process**

- E. CCBHC Provider Narrative (10 points)
- F. Supporting documents (90 points)
  - a. Community Needs Assessment
  - b. Staffing Plan
  - c. Community Partnership Plan
  - d. Ability to collect required data metrics
  - e. Proof of CCBHC Accreditation
  - f. Cost report

### **Step Three: Required Trainings and Affidavit**



- G. Training
- H. Signed Affidavit

**Step Four: Audit and Rate Setting**

- I. Desk Review
- J. Rate Setting

**Step Five: Full Certification Review**

- K. Full Certification Review