



Massachusetts Standardized Documentation Project Training

Co-sponsored by Mental Health and Substance Abuse Corporations of Massachusetts, Inc.,
Massachusetts Department of Mental Health and
Massachusetts Department of Public Health/Bureau of Substance Abuse Services

Training Information and Registration Form

The Massachusetts Standardized Documentation Project (MSDP) has undertaken the process of designing, developing and implementing a standardized documentation process that includes identification of the required clinical processes and specific data elements within each process that are needed to support the delivery of quality recovery focused services that are compliant with the requirements of all applicable funders and national accreditation bodies. The MDSP forms process was developed to assist providers meet several important and strategic goals in three key areas:

- 1. Clinical Care Benefits:** Enhances clinical care approach; client-centered recovery/resiliency focus; reduction of redundant collection of clinical information; enhanced measurement and duplication of positive outcomes; enhanced accessibility to services
- 2. Fiscal Benefits:** Staff retention; enhances cost efficiency of standardized process; e-health conversion; enhances system-wide accountability
- 3. Enhanced Compliance Benefits:** Meets certification and national accreditation compliance requirements; more objective reviews/audits; provides a reduced compliance risk environment; promotes a system learning environment

MHSACM, DMH and DPH/BSAS are pleased to co-sponsor three training opportunities on MSDP as follows. The registration fee for each training session is \$55.00 per person.

Training #1: Introduction to the MSDP

Tuesday, May 5, 2009, 8:30 a.m. to 4:30 p.m.

Natick Crowne Plaza Hotel (directions attached)

Target Audience: Executive Directors, Medical Directors, Clinical Directors, Quality Improvement Staff, Program Managers, Staff Supervisors and Direct Care Staff of Behavioral Health Organizations.

Objectives of this training are to provide information about the MSDP project, including its goals and the MSDP project recommendations and products; to provide an understanding of how the MDSP products and recommendations were developed and tested; to provide information about the “MDSP Training Plan” and implementation supports; to provide information on the benefits of the MSDP Standardized Documentation Processes including practical support for medical necessity/ documentation linkage requirements, practical support for person centered/ recovery oriented services, more efficient training and the benefits of system learning and response and more efficient, cost-effective and compliant transition to electronic record formats; and to provide information about MDSP Documentation implementation strategies

Training #2: MSDP Standardized Documentation Set

Thursday, May 14, 2009, 8:30 a.m. to 4:30 p.m.

First Congregational Church of Hopkinton (directions attached)

Target Audience: Medical Directors, Clinical Directors, Quality Improvement Staff, Program Managers, Staff Supervisors and other Direct Care Staff who you want to train as a trainer

Objectives of this training are to provide detailed training on the content and use of the MSDP Standardized Documentation Set; and to provide an opportunity for program-specific questions and discussions.

Training #3: MSDP & DMH Community Based Flexible Supports (CBFS)

Tuesday, June 16, 2009, 8:30 a.m. to 4:30 p.m.

Natick Crowne Plaza Hotel (directions attached)

Target Audience: DMH Program Directors and Supervisors of organizations that will be providing Community Based Flexible Supports services through the new DMH CBFS contracts

Objectives of this training are to provide detailed training on the content and use of the MSDP Standardized Documentation Set within CBFS; and to provide an opportunity for program-specific questions and discussions.



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Registration Form

Instructions: Complete this form and check the box to the left of each course you plan to attend. The registration fee for each session is \$55.00. Please make checks payable to MHSACM, Inc. Payment must be received in advance of the training or can be paid on the day of training. **Mail completed forms to MHSACM, Inc., 251 West Central Street, Suite 21, Natick, MA 01760, or FAX to 1-508-647-8311.**

NAME: _____

TITLE: _____

AGENCY: _____

ADDRESS: _____

DAY PHONE: _____ EMAIL ADDRESS: _____

SPECIAL NEEDS/FOOD REQUESTS: _____

Introduction to the MSDP; Registration Deadline is April 29

When: Tuesday, May 5, 2009, 8:30 a.m. to 4:30 p.m.

Where: Crowne Plaza Hotel, Natick (directions attached)

MSDP Standardized Documentation Set; Registration Deadline is May 8

When: Thursday, May 14, 2009, 8:30 a.m. to 4:30 p.m.

Where: First Congregational Church of Hopkinton (directions attached)

MSDP & DMH Community Based Flexible Supports; Registration Deadline is June 10

When: Tuesday, June 16, 2009, 8:30 a.m. to 4:30 p.m.

Where: Crowne Plaza Hotel, Natick (directions attached)

Number of courses @ \$55.00 each = \$ _____

Continuing Education Units: CEUs for the disciplines listed below are pending approval. *Certificates of Attendance* will also be available. If you are requesting CEUs, please complete the following:

Type of CEUs Requested (check one):

Psychologist RN/LPN Social Worker LMHC LADC Certificate of Attendance

Professional License Number: _____

***QUESTIONS?* Call 508-647-8385, extension 0**

Directions to the Natick Crowne Plaza Hotel
For trainings on Tuesday, May 5 and Tuesday, June 16th

1360 Worcester Street
Natick, MA 01760
508-653-8800

From MassPike:

Going East on the MassPike - take Exit 12 (route 9) going East. Follow Route 9 for approximately 5 miles. The Crowne Plaza will be 50 yards on the right, past Dunkin Donuts.

Going West on the MassPike - take Exit 13 (Route 30) Framingham/Natick. After toll booth, bear right and at second light take a left at Shoppers World entrance. Follow road to end and then take a left onto Route 9 East Bound. The Crowne Plaza will be 50 yards on the right, past Dunkin Donuts.

From Route 495:

Take Route 495 to Exit 23A (Route 9 East). Follow Route 9 for approximately 8 miles. The Crowne Plaza will be 50 yards on the right, past Dunkin Donuts.

Directions to First Congregational Church of Hopkinton

For training on Thursday, May 14

Located East of Hopkinton Center at 146 East Main St.

Hopkinton, MA 01748

Phone: 508-435-5900

From the West:

- Take exit 21A off 495.
- Travel east on Main Street (it will join route 135) through the town center of Hopkinton.
- Continue 1.5 miles past the town center towards Ashland.
- The Church is on the right (South) side.

From the East:

- Take Route 135 west through Ashland towards Hopkinton
- The Church is located on the left (South) side, less than 1 mile after the Ashland/Hopkinton town line.



First Congregational Church of Hopkinton