



JONATHAN E. FIELDING, M.D., M.P.H.  
Director and Health Officer

JONATHAN E. FREEDMAN  
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**Substance Abuse Prevention and Control**

John Viernes, Jr.  
Director  
1000 South Fremont Avenue  
Building A-9 East, Third Floor  
Alhambra, CA 91803  
TEL (626) 299-4193 • FAX (626) 458-7637

[www.publichealth.lacounty.gov](http://www.publichealth.lacounty.gov)

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TO: Executive Directors  
Drug/Medi-Cal Providers

FROM: John Viernes, Jr., Director *John Viernes, Jr. /y*  
Substance Abuse Prevention and Training

SUBJECT: **CONDITIONS FOR IMMEDIATE CONTRACT TERMINATION**

The Department of Public Health's (DPH) Substance Abuse Prevention and Control (SAPC) conducts an annual audit of all programs to ensure compliance with regulatory and contractual requirements. In certain cases, SAPC also conducts audits before requests for funding augmentations are approved. In addition, SAPC makes unannounced visits to investigate complaints.

Many of the deficiencies found during these audits deal with improper documentation. SAPC offered training in this area on April 28, 2010, and attendance was mandatory for free-standing agencies. Free-standing agencies are those that have Drug/Medi-Cal (DMC) contracts only.

Effective immediately, the following audit findings will result in immediate contract termination because SAPC considers these as fraudulent practices:

- Pre-generated treatment plans, progress notes, medical waivers, and group sign-in logs
- Backdated treatment plans, progress notes, and medical waivers
- Pre-dated treatment plans, progress notes, medical waivers, and group sign-in logs

In addition, any perceived threat against or offer of bribe to a DPH employee are grounds for the immediate termination of a contract.

If you have any questions or need additional information, please send an e-mail to [ddeleon@ph.lacounty.gov](mailto:ddeleon@ph.lacounty.gov) or [thill@ph.lacounty.gov](mailto:thill@ph.lacounty.gov).

JV:dhd

c: Jonathan E. Fielding, M.D., M.P.H.  
Jonathan E. Freedman  
Raymond Low  
Doraine Meyer