



DMHAS
Division of Mental Health
and Addiction Services

New Jersey CCBHC Provider Education and Discussion Session

CCBHC Certification Criteria Readiness Assessment

September 16, 2026



Housekeeping

- Please add questions to the chat as needed. All questions will be addressed at the end of the session.
- This slide deck will be available for future reference on the State's CCBHC website.

Session Objectives



Introduce New Jersey CCBHCs to the Certification Criteria Readiness Assessment tool due on October 31, 2026.



Review the process CCBHCs will use to produce a self-score against the NJ CCBHC certification criteria and the process the State will use to produce a final certification score.



Provide a demonstration of how CCBHCs will use the tool to produce a self-score.



Resource Roadmap



CCBHC Website: [Division of Mental Health and Addiction Services | Certified Community Behavioral Health Clinic](#)



Policy Manual: The operating guide for New Jersey CCBHC participation



Appendix A.2: NJ CCBHC Certification Criteria Readiness Assessment

CCBHC Certification Requirements

Reminder - Required Documents of the Certification/Recertification Process



Application Requirements

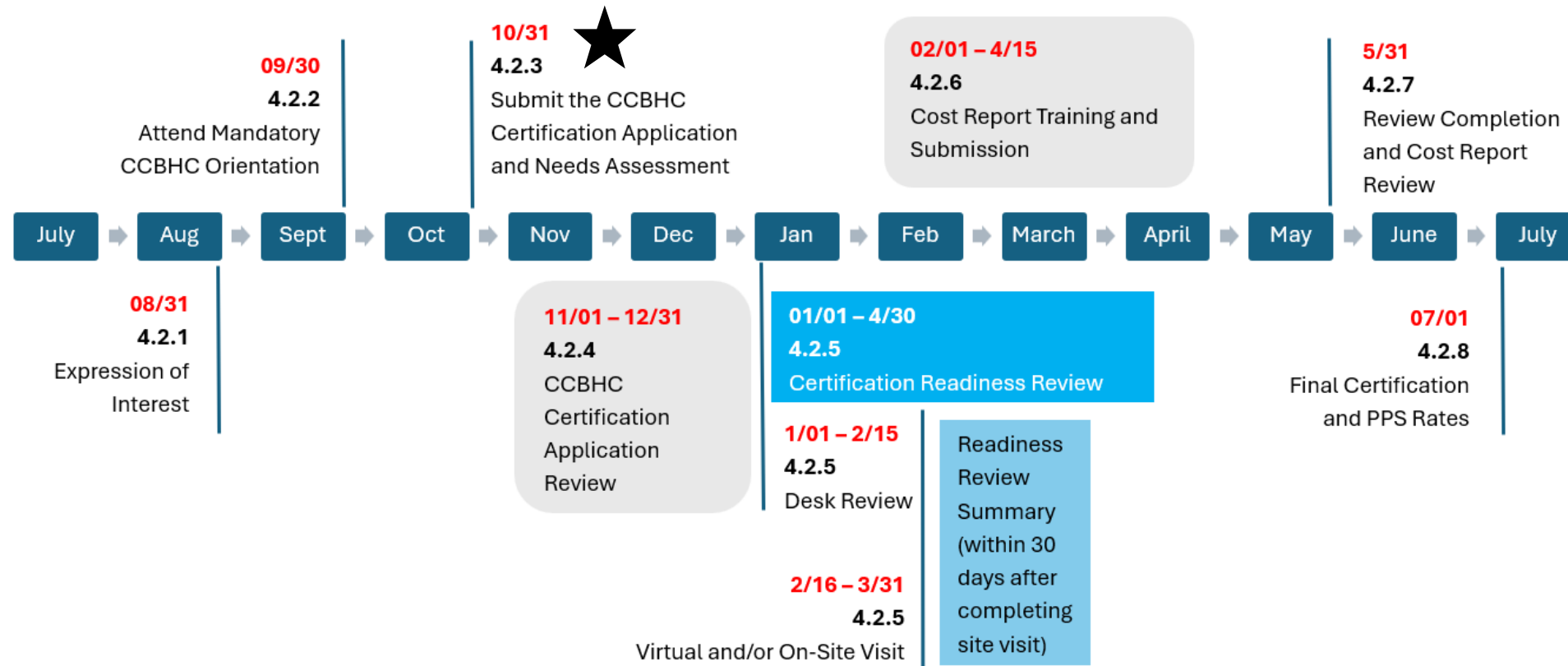
New Jersey will require applicants to submit an application for certification and recertification. In the future, the application will also be used for current DHS-certified CCBHCs to add new sites.

As part of the application process, **applicants must submit the following:**

- ★ **1. Self-assessment using the New Jersey CCBHC Certification Criteria Readiness Assessment**
- 2. Community Needs Assessment using the required template
- 3. CCBHC organizational Chart and/or CCBHC staffing plan
- 4. Copies of executed designated collaborating organization (DCO) agreements for any core CCBHC service (when permissible)

Timeline for Certification and Recertification

To be implemented July 1, 2027



Current CCBHCs will undergo an abbreviated recertification process beginning later in 2026 (exact date TBD) that will extend existing certifications through June 30, 2027.



Certification Extension Checklist

As part of the re-certification process – In the next week, CCBHCs will receive a certification extension checklist from DHS.

This will extend current CCBHC certifications from January 1 – June 30, 2027

Deadline for submission is TBD

NOTE: This checklist is separate from the Certification Criteria Readiness Assessment reviewed today

New Jersey's Certification Criteria Readiness Assessment Tool



Background and Process

NJ CCBHC Criteria: The State will continue to use the 2023 SAMSHA CCBHC criteria to drive the certification process as the foundation for certification, and some CCBHC criteria have been adapted to reflect New Jersey CCBHC nuances.

Certification Self-Assessment and Scoring: The State has developed their own CCBHC Certification Criteria Readiness Assessment Excel tool that includes the CCBHC criteria, and which will be used at 3 points in the certification process.



Steps in the Certification Process

1. Self-Assessment and Self-Score

CCBHCs will use the CCBHC Certification Criteria Readiness Assessment tool to conduct a self-assessment and will generate a self-score to indicate a level of readiness for certification.

The completed tool will be submitted as part of the application process (along with the CCBHC application, community needs assessment, the CCBHC organizational Chart and/or CCBHC staffing plan and executed DCO agreements).

2. Desk Review

The State will conduct a desk review of the CCBHC's self-assessment (and other required documents) and identify areas for follow up at an upcoming virtual review.

The State's desk review scoring will be completed in the same tool.

3. Virtual/Onsite Review

The State will continue to use the tool to conduct a virtual review based on results from the desk review and will generate a final score that will be used to assign a formal certification level.

Future reviews may be virtual or onsite (per DHS discretion)

Tool Structure



The scoring tool is an Excel spreadsheet containing 12 tabs

Tab 1 START HERE - Instructions

- Instructions for using the assessment and generating a score.
- Applicants should review all instructions before beginning the self-assessment process.

Tab 2 Scoring Rubric

- Reviews the scoring rubric for each CCBHC criterion and sub-criterion (point-based).
- Reviews the weighting of each program requirement (percentage-based and weighted).
- Reviews point/percentage compliance requirements to achieve specific certification levels (full, provisional and not certified) and recertification.

Tab 3 Applicant Signature

- All applicants must complete this signature page before submitting the completed tool.

Tabs 4, 5, 6, 7, 9 & 10 CCBHC Program Criteria

- The tabs of the scoring tool are organized by CCBHC program criteria (Sections 1 – 6).

Tool Structure





**New Jersey Certified Community Behavioral Health Clinic (CCBHC)
Certification Criteria Readiness Assessment**



Purpose:

1. The New Jersey CCBHC Criteria Readiness Assessment serves as notification of the State's expectations for certified CCBHCs in New Jersey.
2. The assessment is a self-scoring rubric for CCBHC applicants and must be submitted with the CCBHC application.
3. The assessment also serves as a scoring rubric used by the State to determine if an applicant is eligible to become a certified CCBHC in New Jersey. See the Scoring Rubric tab for more details about the scoring of each program criteria, certification levels, and recertification.

Please begin your self-assessment on "Tab 1 - START HERE - Instructions".

Cover Page

1) START HERE - Instructions

2) Scoring Rubric

3) Applicant Signature

4) Sec 1 Staffing

5) Sec 2 Avail & Accessibility

6) Sec 3 Care Coordination

7) Sec 4 Scope of Services

8) EBPs

9) Sec 5 Qual & Other Reporting

10) Sec 6 Org Auth, Gov, Accred

11) Total Score Rollup

12) Virtu

Tool Structure



Tab 8 Evidenced-Based Practices

- The tool includes a tab specific to EBPs.
- Scoring for EBPs is included under the weighted score for CCBHC Criteria 4 – “Scope of Services”
- Recommended EBPs are excluded from the weighted certification scoring.

Tab 11 Total Score Roll-Up

- Displays a roll-up of scores from each CCBHC criteria tab, the CCBHC’s weighted self-score, and the State’s final weighted score and certification status.
- Applicants will also be able to see their self-scores in each criteria tab.

Tab 12 Virtual/Onsite Guide

- For some criteria, bolded text is used to inform applicants of the State’s intention to inquire about this criteria during the virtual/onsite review.
- Applicants should be prepared to review and discuss these criteria (and others identified at the discretion of the state) during the virtual/onsite review.
- The tab provides the full list of virtual/onsite criteria for ease of reference.

Tool Structure



New Jersey Certified Community Behavioral Health Clinic (CCBHC)
Certification Criteria Readiness Assessment



Applicant Instructions for Using the Readiness Assessment:

1. The tabs of the scoring tool are organized by CCBHC program criteria. Applicants must self-score each criteria in each tab for the assessment to be considered complete.

2. For each criteria, applicants will attest to compliance with the criteria and generate a self-score. **By virtue of self-scoring a particular criteria, the applicant is attesting to this score and level of compliance with the criteria.**

NOTE: In addition to the self-score of each criteria, applicants must sign the "Applicant Signature" tab before submitting the completed tool.

3. Using the drop-down menu in each cell under Column D – "Self-Score," applicants will self-score using the following scoring point system:

- a. **Yes = 1 point** (the applicant has fully met the requirements of the criteria [e.g. policies and procedures are in place and capture all requirements of the criteria]).
- b. **In Progress = 0.5 points** (the applicant has partially met the requirements of the criteria [e.g. policies and procedures capture some of the requirements of the criteria and/or the applicant is in process of developing the applicable policies and procedures]).
- c. **No = 0 points** (the applicant has not met any requirements of the criteria [e.g. the applicant has not begun to develop policies and procedures related to this criteria]).
- d. **N/A** = For select criteria, "N/A" or "Not applicable" is an option when the criteria is not applicable to the applicant.

4. When prompted or when applicants wish to provide additional information about a specific criteria, applicants will add notes to "Column E – Notes."

5. In addition to prompts for notes, some attestations may contain bolded text regarding the virtual/onsite review that will be conducted by the State. This bolded text informs applicants of the State's intention to inquire about this criteria during the virtual/onsite review. Applicants should be prepared to review and discuss these criteria during the virtual/onsite review, which may include preparation of additional documentation. For ease of reference and to assist with preparation for the virtual/onsite review, applicants can find the list of these criteria in the orange tab "Virtual Onsite Guide." The State also reserves the right to inquire about any and all responses from applicants before, during and after the virtual/onsite review.

6. Columns F - I are reserved for State purposes only and should not be used by the applicant.

7. As each criteria is scored, a total score will be auto generated for the section or program criteria on the right side of the tab. Once the applicant has scored all criteria across all tabs, a final score will be auto generated on the "Total Score Roll-up" tab. This self-score will reflect the applicant's self-assessment of their certification level or level of readiness to become a certified CCBHC in New Jersey.

NOTE: The State will review the applicant's self-assessment as part of the application process. However, only the State's final score, as determined in the desk and virtual/onsite review, will be used to assign a formal certification level. Only fully-certified applicant agencies, as determined by the State, can bill the monthly PPS rate.

MAXIMUM POINTS AND N/A:

N/A is available only for the limited criteria where the original scoring tool permits it. Where N/A is permitted, it is not scored as zero. Maximum Points reflects the actual points available after permitted N/A determinations and mutually exclusive alternatives are handled. Once State final scoring is complete, the State's permitted N/A determinations are authoritative for certification.

- > ...
- 1) START HERE - Instructions
- 2) Scoring Rubric
- 3) Applicant Signature
- 4) Sec 1 Staffing
- 5) Sec 2 Avail & Accessibility
- 6) Sec 3 Care Coordination
- 7) Sec 4 Scope of Services
- 8) EBPs
- 9) Sec 5 Qual & Other Reporting
- 10) Sec 6 Org Auth, Gov, Accred
- 11) Total Score Rollup
- 12) Virtual Onsite Guide



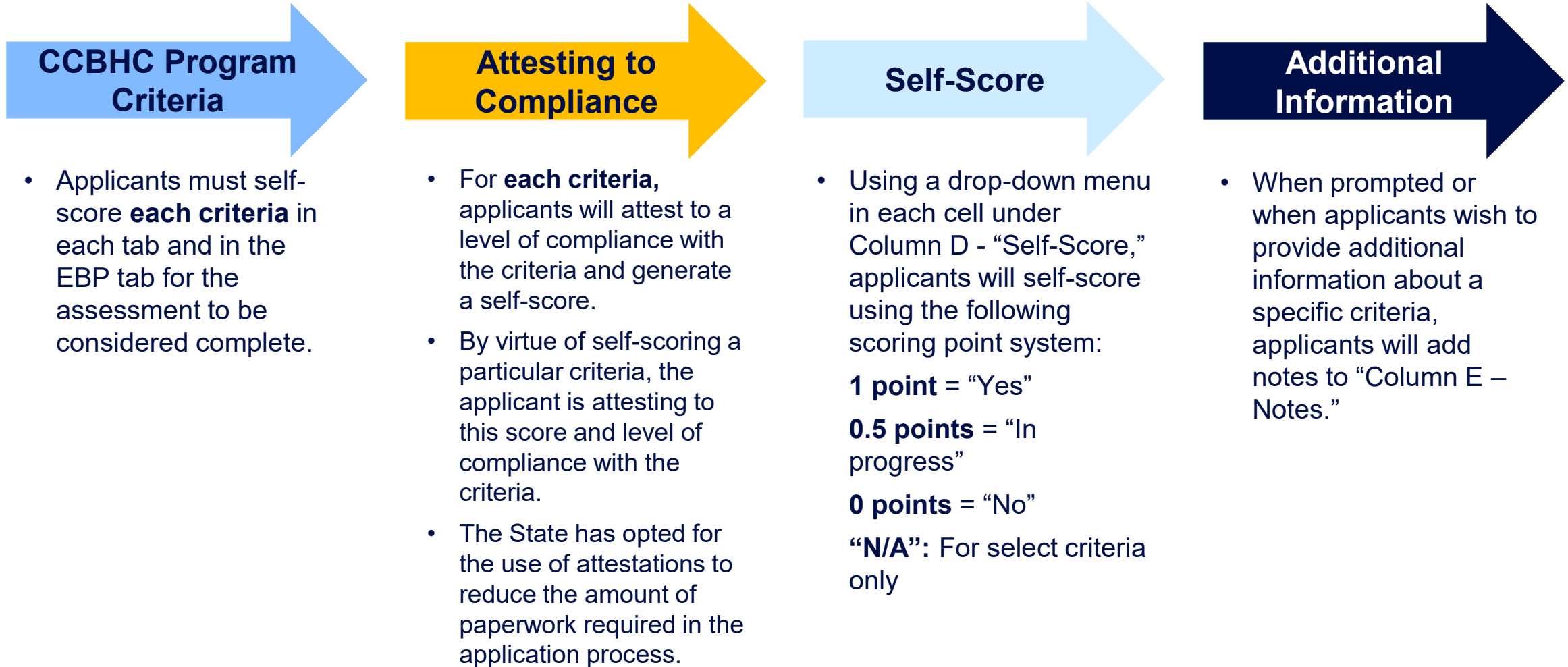
Example of Bolded Text

Indicating a criteria to be explored further at the virtual review

New Jersey CCBHC Criteria					FOR STATE PURPOSES ONLY			
Section 1: Staffing					Desk Review	Virtual/ Onsite review	Final Score	State Notes
Program Requirement 1a (General staffing requirements, community needs assessment and staffing plan)								
Criteria		Attestation	Self-Score	Notes				
1.a.1	As part of the process leading to certification and recertification, the CCBHC has developed a community needs assessment.	This CCBHC attests they submitted a community needs assessment as part of their application and used the State-required template. During the virtual/onsite review, the CCBHC will be prepared to review the findings and implementation plan of their community needs assessment with the State.						
1.a.1	As part of the process leading to certification and recertification, the CCBHC has developed a staffing plan that is responsive to the community needs assessment.	This CCBHC attests they have developed a CCBHC staffing plan based on the results of the community needs assessment. During the virtual/onsite review, the CCBHC will be prepared to review the staffing plan and CCBHC organizational charts with the State.						

New Jersey's Certification Criteria Readiness Assessment Process

Self-Assessment Process and Scoring



Self-Assessment Process and Scoring



CCBHC Program Criteria

Attesting to
Compliance

Self-Score

Additional
Information

New Jersey CCBHC Criteria			
Section 2: Availability and Accessibility			
Program Requirement 2d (No refusal of services due to inability to pay)			
Criteria	Attestation	Self-Score	Notes
2.d.1 The CCBHC ensures: (1) no individuals are denied behavioral health care services, including but not limited to crisis management services, because of an individual's inability to pay for such services and (2) any fees or payments required by the clinic for such services will be reduced or waived to enable the clinic to fulfill the assurance described in clause (1).	This CCBHC attests they have policies and procedures ensuring any individual seeking behavioral health services are not denied such services because of their inability to pay.		
2.d.2 The CCBHC has a published sliding fee discount schedule(s) that includes all services the CCBHC offers pursuant to these criteria. Such fee schedules will be included on the CCBHC website, posted in the CCBHC waiting room and readily accessible to people receiving services and families. The sliding fee discount schedule is communicated in languages/formats appropriate for individuals seeking services who have LEP, literacy barriers, or disabilities	This CCBHC attests they have policies and procedures outlining sliding scale fees; the sliding fee schedules are published, posted, and available in alternate formats and languages.		
2.d.3 The fee schedules, to the extent relevant, conform to state statutory or administrative requirements or to federal statutory or administrative requirements that may be applicable to existing clinics; absent applicable state or federal requirements, the schedule is based on locally prevailing rates or charges and includes reasonable costs of operation	This CCBHC attests that any sliding scale schedule conforms to all state and federal statutory requirements.		
2.d.4 The CCBHC has written policies and procedures describing eligibility for and implementation of the sliding fee discount schedule. Those policies are applied equally to all individuals seeking services.	This CCBHC attests they have policies and procedures outlining eligibility criteria for sliding scale options.		
		0	

Score Tallying



CCBHC Self-Assessment Score - Tallying Per Program Criteria

- As each criteria is scored, a CCBHC self-assessment total score will be auto generated for the section or program criteria on the right side of the tab.



CCBHC Self-Assessment Total Weighted Tallying

- Once the applicant has scored all criteria across all tabs, a CCBHC weighted score will be auto generated on the "Total Score Roll-Up" tab.
- This self-score will reflect the applicant's self-assessment of their certification level or level of readiness to become a certified CCBHC in New Jersey.



State Final Score Tallying

- Once the desk and virtual/onsite reviews are complete, the State's final score will tally to assign a formal certification level to the applicant. Only the State's final score will be used to determine the certification level.
- Only fully-certified applicant agencies, as determined by the State, can bill the monthly PPS.



Score Tallying – Per Program Criteria

SECTION 1 SCORING SUMMARY		
	CCBHC Self-Assessment	State Final
Score		
Maximum Points		
Compliance		
Section Weight	20.0%	
Weighted Score		

Score Tallying



TOTAL SCORE ROLL-UP								OVERALL CERTIFICATION RESULT	
Section	CCBHC Self-Score	State Final Score	Maximum Points	CCBHC Compliance	State Compliance	Section Weight	Weighted State Score	CCBHC Weighted Score (Informational)	
1 - Staffing						20.0%		State Weighted Score (Certification Basis)	
2 - Availability & Accessibility						20.0%		Lowest State Section Compliance	
3 - Care Coordination						15.0%		Certification Status	Not Yet Scored
4 - Scope of Services						30.0%		CERTIFICATION DETERMINATION	
5 - Quality & Other Reporting						10.0%		Full Certification	≥ 75 weighted points and ≥ 75% in every section
6 - Organizational Authority / Governance						5.0%		Provisional Certification	≥ 65 weighted points and ≥ 65% in every section
TOTAL						100.0%		Not Certified	Does not meet the criteria above
Scoring note: Maximum Points is the actual denominator for the completed scoring stage. The workbook removes rows that are not separate scoring items, counts mutually exclusive alternatives only once, and excludes criteria marked N/A from the applicable maximum. Once State Final scoring is complete, the State's N/A determinations control the certification denominator. Program Requirement 4 includes the nine required EBP scores; recommended EBPs are excluded from weighted certification scoring.									



Score Weighting

Under each program requirement, there are “sub criteria” that CCBHCs must meet.

The sub criteria responses under each program requirement have equal weight in determining the percentage of compliance within that program requirement (calculated based on the sum of points earned in the program requirement sections out of the number of points available). However, the State will normalize the overall score to 100 points and multiply the percent compliance of each section by the following weights (points):

- **Program Requirement 1:** Staffing (20%)
- **Program Requirement 2:** Availability and accessibility of services (20%)
- **Program Requirement 3:** Care coordination (15%)
- **Program Requirement 4:** Scope of services (30%)
- **Program Requirement 5:** Quality and other reporting (10%)
- **Program Requirement 6:** Organizational authority, governance, and accreditation (5%)

Applicants will be expected to obtain a minimum compliance percentage in each criteria section in addition to an overall minimum score in order to meet certification.

Certification Levels



Full Certification: An applicant will receive full certification if it attains an overall score of 75 points and at least 75% compliance within each certification criteria section. Only fully certified applicant agencies can bill the monthly PPS rate.



Provisional Certification: An applicant will receive provisional certification if it receives an overall score of 65 points and at least 65% compliance on each certification criteria section. Provisionally certified CCBHCs may not bill the monthly PPS until full certification is met.



Not Certified: An applicant receiving a score less than 65 points and/or less than 65% compliance on each certification criteria section will not be certified. A status of not certified means that a provider cannot hold itself out as a New Jersey State-certified CCBHC or receive the monthly PPS.



Recertification: Recertification will be commensurate with the length of certification issued in the applicant's certification award letter. At minimum, recertification will be completed every three years. Recertification will require an overall score of 80 points with at least 80% compliance on each certification criteria section. Any CCBHC not receiving recertification will have their CCBHC certification expire.

Demonstration of Scoring Tool



Questions?