To: All Specialty Mental Health Program Staff
From: Chris Marlow, QAPI Section Manager
Date: October 3, 2025
Subject: Clarification on UMDAP Requirements in SmartCare

Dear Staff,

We are pleased to share an important clarification regarding the completion of UMDAPs in SmartCare that will help streamline your workflow and save valuable time.

Effective immediately, UMDAPs only need to be completed for clients who are unfunded or have private insurance only.

You do **not** need to complete an UMDAP for clients who have **Medi-Cal or Medicare** coverage— even if they also have private insurance.

RMU will identify the clients that require an UMDAP during the insurance verification and pre-billing audit processes.

Please continue to:
- **Check with the RMU** to verify insurance coverage for all clients.
- **Complete an UMDAP** only when RMU indicates it is required.
- **Review the monthly report** from RMU, which will list any UMDAPs that are outstanding or due for annual review.

We appreciate your continued dedication to providing high-quality care and ensuring compliance with funding requirements.

If you have any questions, please reach out to DHS-Fiscal-RMU@sonomacounty.gov