



OCOK Required Submission of Documentation to the Texas Provider Gateway

We are excited to let you know that we have streamlined our processes for getting Provider's Client Records to OCOK. This will greatly improve efficiency for you because you only need to submit it to one location, and our programs can access and distribute from there. With the transition to T3C, the timing is excellent! **Effective immediately, you must upload all required child's records to the Texas Provider Gateway (TPG).**

Below is a list of required documents to be uploaded to TPG. It is crucial that all documentation be accurate, thorough, and submitted timely in order for the child's Permanency Specialist to have the information they are required to review, that the documents are transferred to OCOK systems for DFPS oversight, and OCOK Utilization Review Specialists have the information that they need. Providers must ensure documentation accurately reflects the child's needs as per the CANS 3.0 Recommended Service Package(s). Please share this information with your Program Administrator and the employees responsible for this task.

If you have questions with uploading documents to TPG, you can reference the TPG Help Module or contact Jennifer.Broberg@oc-ok.org.

Document	Document Category	Document Type
Service/Treatment Plans	Service Plans	Service Plan
Program and Treatment Director Justification Letter (completed with Service Plan) for continued T3C Package(s)	Service Plans	Service Plan
Case Manager Notes	Health	Other Health Notes
Therapy Notes	Health	Therapy Notes
Psychiatry Notes	Health	Psychiatrist Notes
Medical Records	Health	Other Health Notes
Serious Incident Reports – Reportable and Non-Reportable	Submitted via TPG within 24-hr of incident occurrence as applicable	
School Records	Education	Education Documents
Assessments	Foster Care	Other Foster Care Documents
Any other relevant records that accurately reflect the child's care and treatment	Foster Care	Other Foster Care Documents