



Communication Release

08/26/2026

SAPC ROI Paper Forms Available in Threshold Languages

The paper versions of the three (3) SAPC Release of Information (ROI) forms are available in English and 11 other threshold languages on the SAPC website under the Clinical tab on the [Manuals, Bulletins, and Forms](#) page.

Other Languages include:

- Spanish
- Arabic
- Armenian
- Cambodian (Khmer)
- Chinese Simplified
- Chinese Traditional
- Farsi
- Korean
- Russian
- Tagalog
- Vietnamese

Providers should use the ROI form in the client's preferred language whenever available to help ensure clients understand the information and make informed decisions regarding the authorization and disclosure of their information. Thank you for your continued commitment to providing client-centered services.

ROI for Payment and Operations Compliance Report

The deadline for Primary Sage Users to complete the ROI for Payment and Operations (PO) for all active clients was August 1, 2026 and the deadline for Secondary Sage Users is September 1, 2026. SAPC developed this compliance report for Primary and Secondary Sage Users, and SAPC auditing, to support PO ROI compliance tracking. We will update the [PCNX Guide to Reports](#) by the end of this week with full details of the report as well.

The ROI For Payment and Operations Compliance report displays PO ROIs that were either submitted directly in Sage via the ROI for Payment and Operations form or any uploaded versions to Provider File Attach. The purpose of this report is for providers to determine compliance with the PO ROI requirement for each patient to have a written PO ROI on file prior to submitting an authorization or claiming to SAPC per 42 CFR Part 2.

The PO ROI is a non-episodic form, meaning that the same ROI record can be used across all providers and each provider is not required to complete a new PO ROI if one has already been completed, even by a different provider. If a PO ROI is completed electronically, Sage will prevent overlapping and duplicate ROIs from being submitted. Paper ROIs uploaded with Provider File Attach require identification of an agency; therefore, providers would not have visibility of records outside of their own agency. As such, SAPC does recommend that each Secondary Sage Provider complete and upload a signed PO ROI for their agency if they choose not to use the Sage version.

The compliance report will populate the PO ROI information for all clients admitted during the date range selected based on the Provider Site Admission form Admission Date. Since the forms are non-episodic, the data will populate for the given provider based on the client even if that provider did not directly complete the form with the client. For example, if the client signed the ROI at Agency A, discharged from that agency and admitted to Agency B, that PO ROI is still valid and will display as present for Agency B when running this compliance report.

Report Output: (Note: Image displayed below features sample data and does not contain any protected health information.)

ROI for Payment and Operations Compliance Report								
Providers: Recovery Inc								
PATID:								
Date Range: 7/1/2026 to 8/25/2026								
Provider	Client Name (PATID)	Electronic PO-ROI	Electronic PO-ROI Date Consented	Electronic PO-ROI Date Revoked	Uploaded PO-ROI	Date Consent Uploaded	Date Revocation Uploaded	Submitted By
Recovery Inc	SAGEMD,GREG (289332)	Signed ROI for Payment and Operations on File	7/15/2026	7/14/2026	Uploaded ROI for Payment and Operations on File	7/15/2026	7/14/2026	Greg Schwarz, PsyD
Recovery Inc	SAGEMD,YOLANDA (289233)	Revoked Electronic PO-ROI	6/25/2026	7/15/2026	Not Found		7/15/2026	Yolanda Cespedes-Knadle 2
Recovery Inc	SAGEMD,YOLANDA (289233)	Revoked Electronic PO-ROI	6/25/2026	7/15/2026	Not Found		7/15/2026	Yolanda Cespedes-Knadle 2

Report Output Fields:

Field	Description
Provider	The provider agency name.
Client Name (PATID)	Client Name (PATID)
Electronic PO-ROI	The column will populate the current status of the Electronic PO-ROI (PO entered directly on the Sage form). The 3 status options are: - Signed ROI for Payment and Operations on File - Revoked Electronic PO-ROI - No Electronic PO-ROI Found
Electronic PO-ROI Date Consented	Date consented refers to the date of signature on the ROI, which corresponds to the effective date of the ROI.
Electronic PO-ROI Date Revoked	Date revoked is the date of signature when the ROI is revoked.
Uploaded PO-ROI	This column will populate the current status of an uploaded PO-ROI that has been uploaded using Provider File Attach and the Document Type for ROI- Payment and Operations or ROI-Revoke Payment and Operations. The status options are: - Uploaded ROI for Payment and Operations on File - Uploaded PO-ROI Revoked - Not Found Important: If the PO ROI is uploaded to the wrong document type, Sage will not have visibility and may look like there is no consent on file. It is very important for providers to utilize the correct Document Type of ROI-Payment and Operations for a valid ROI and ROI-Revoke Payment and Operations to revoke the corresponding ROI.
Date Consent Uploaded	Most recent date of uploaded ROI under ROI-Payment and Operations Document Type
Date Revocation Uploaded	Most recent date of uploaded revocation under ROI-Revoke Payment and Operations Document Type
Submitted By	This field is only available for the electronic PO-ROI and will display the user name of the person who submitted the form.

For questions or feedback on the report please email Sage@ph.lacounty.gov. Do NOT send PHI.