



QUALITY IMPROVEMENT AND QUALITY ASSURANCE MEMO

December 19, 2018

No. 18-02b

No. 18-02b	CANS and PSC 35 Functional Assessment Tool Data Submission Update to CCBHS Contract Providers Treating Medi Cal Beneficiaries Ages 0 – 21 REVISION
For Use By:	County Mental Health
	X CBO Providers
	Network Providers

Background: In accordance with DHCS INFORMATION NOTICE NO. 17-052, Contra Costa Behavioral Health Services (CCBHS) will oversee the administration of the Pediatric Symptom Checklist (PSC-35) and the Child and Adolescents Needs and Strengths (CANS) assessment tools to measure child and youth functioning. CCBHS is implementing the CANS with children and youth ages birth to 21. The PSC-35 is administered to parents/caregivers of youth ages 3 to 18. These tools are to be implemented beginning **October 1, 2018** in County-owned and operated mental health clinics and with CCBHS contracted providers who provide services to Medi-Cal beneficiaries of the specialty mental health plan.

CCBHS will be submitting all CANS and PSC-35 data from County and CCBHS contracted providers on a monthly basis to the DHCS secure portal.

Implementation: Beginning October 1, 2018, providers will need to complete the CANS and PSC-35 for all new beneficiaries:

- 1) at the start of treatment,
- 2) every six months thereafter, and
- 3) at the end of treatment.

For *existing* clients (enrolled prior to October 1), these tools can be administered starting at the client's annual assessment date. ~~At the same time, DHCS expects that all existing clients have a completed CANS and PSC 35 no later than February 2019.~~

Data Reporting Requirements: Providers will need to report all completed CANS and PSC-35 data on a monthly basis, at a minimum, to CCBHS. **CANS/PSCs must be submitted to two separate Contra Costa Behavioral Health departments: 1) CCBHS Utilization Review team for authorization and 2) CCBHS Quality Improvement/Assurance Unit for mandated data reporting and analysis. CCBHS Utilization Review team conducts chart reviews for service authorization within specified timeframes and CANS/PSCs are two documents of many required (similar to the process UR utilizes in reviewing LOCUS/ CALOCUS paperwork for authorization).**

CCBHS Quality Improvement/Assurance Unit is responsible for collecting, preparing, and submitting data to DHCS on behalf of the County (similar to the reporting of the CALOCUS/LOCUS data for reporting purposes) and the goal is to analyze and share CANS/PSC data with providers to inform practice and support quality improvement efforts.

CCBHS Quality Improvement/Assurance Unit must obtain a high-quality copy of all CANS/PSC forms for reporting/analysis purposes. For now, contract providers may elect one of the following options:

Option 1

Submit a high-quality copy of CANS/PSC forms to the Quality Improvement/Assurance unit.

Providers submit completed **Contra Costa** CANS and PSC-35 forms by mail to:

**c/o Contra Costa Behavioral Health Services Division
Quality Improvement & Assurance Unit
1340 Arnold Dr., Suite 200
Martinez, CA 94553**

Note: You may request a batch of self-addressed pre-paid envelopes from CCBHS Administration by contacting CCBHS Administration Office, Lisa Cabral at 925.957.5141.

CCBHS **Administration** will begin reporting all CANS and PSC-35 data to DHCS on the last day of the month starting December 1st and on a monthly basis thereafter. **In order to meet this DHCS deadline for reporting, all CANS and PSC-35 data will be due to CCBHS on the 15th of each month (starting December 15, 2018) for data gathered since last data submission to give CCBHS sufficient time to prepare the data submission to DHCS.**

CCBHS is currently in the process of evaluating the County's needs of a data management system for use by our contracted providers to submit data electronically to CCBHS. CCBHS is also awaiting further instruction and information from DHCS regarding data reporting. While County assesses and evaluates these long-term plans, CCBHS **Administration** is offering the contracted providers the following options to submit data during the initial phase of implementation.

Option 2 - Providers submit encrypted data files formatted using approved CCBHS data dictionaries.

This option is most appropriate for contracted providers with an electronic health record (EHR).

Providers interested in this option must contact Michelle Nobori for consideration and their EHR forms will be subject to review by the Behavioral Health Forms Committee.

CCBHS approved CANS and PSC-35 forms are currently available in preparation of the October 1, 2018 implementation at the following site for contract providers:

<https://cchealth.org/mentalhealth/clinical-documentation>

For additional CANS/PSC resources and information please visit:

<https://cchealth.org/mentalhealth/outcome-measures.php>

NEW!! PSC training video also available online (click on the right plus sign image next to Training)

<https://cchealth.org/mentalhealth/outcome-measures.php>

If you should have any questions, contact the relevant staff listed below.

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