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## QUALITY IMPROVEMENT AND QUALITY ASSURANCE MEMO

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### ANSA Functional Assessment Tool Implementation and Data Submission for Medi-Cal Beneficiaries Ages 21+ **REVISED**

Contra Costa Behavioral Health Services (CCBHS) will oversee the administration of the Adult Needs and Strengths Assessment (ANSA) tool to measure client functioning beginning ~~December~~ **October 1**, 2020. The ANSA will waive the requirement for completion of the Level of Care Utilization System (LOCUS).

**Background:** The ANSA provides a standardized way to examine service needs and changes at the individual (e.g., treatment planning) and program (e.g., service capacity) levels. Data reporting will inform quality improvement efforts and helps in coordinating care across the adult system of care.

- 1. Who completes the ANSA?** The ANSA is completed by staff who serve adult clients ages 21+, in collaboration with the client, their family and the individual's treatment team. Anyone who completes an ANSA must be certified through the Praed Foundation by passing the online certification test.
- 2. What is the ANSA?** The ANSA is a functional assessment tool developed to support decision-making, including treatment planning, facilitating quality improvement initiatives, and monitoring the outcomes of services. The ANSA reviews the strengths and needs of an individual considering past behavior but focuses on the current needs to help the individual.
- 3. What form do I use?** CCBHS has selected two forms. The ANSA Brief is completed for clients that are only receiving medication support. The full ANSA is completed for all other clients.
- 4. When is the ANSA completed?** The ANSA is completed 1) at the start of treatment, 2) every six months thereafter for the full ANSA or annually for the ANSA Brief, and 3) at the end of treatment.
- 5. How is the ANSA completed?** The ANSA is NOT a self-report questionnaire filled out by the adult client. The ANSA is typically completed interview style. Providers are encouraged to introduce the ANSA early in the assessment process and complete the ANSA together or discuss results during collaborative treatment planning.
- 6. How is an ANSA score generally interpreted?** As a strength based tool, the ANSA identifies areas of strength for an individual with either a 0 or 1 score. Scores of 2 or 3 indicate that there is a need or lack of strength in a particular area. A 3 score indicates a need for intensive and/or immediate attention that should be prioritized in goals for treatment planning.

**Training and Certification:** The ANSA is an open domain tool that requires certification and annual recertification in the ANSA tool itself. Each agency/program is to monitor that providers are trained, certified, and maintain certification on the Contra Costa ANSA or similar versions. It is recommended that providers:

- Receive training prior to attempting online certification
- Attend an all-day training session with CCBHS that includes an introductory training and certification support
  - Sign up for upcoming CCBHS trainings beginning July 2020 via: <https://www.schoox.com/academy/CANSAcademy/register>

AND/OR

- Visit the County Website: <https://cchealth.org/mentalhealth/outcome-measures.php>  
On right hand side of website, click on Training to expand the drop down menu.
- Receive training by Praed certified trainers, CCBHS staff or contractor’s own Praed certified trainers
  - **Complete a Praed online training:** <https://cchealth.org/mentalhealth/pdf/CANS-and-ANSA-On-Your-Own-Certification-Instructions.pdf>

A Contra Costa County ANSA Manual detailing how to score individual ANSA items and other educational materials has been developed. The manual as well as training information and other resources are posted on the County website at: <https://cchealth.org/mentalhealth/outcome-measures.php>.

**Data Submission Process:** ANSA data are used by two separate Contra Costa Behavioral Health departments: 1) CCBHS Utilization Review (UR) Unit for authorization and 2) CCBHS Quality Improvement/Assurance Unit (QI/QA) for data reporting and analysis. **Contract providers will submit ANSA data to the Objective Arts (OA) data management system.** OA is a software company that provides cloud-based software applications to empower state, county, and local healthcare providers. Contract providers will have two data entry options: 1) Direct data entry or 2) Batch data upload (\*most appropriate for those with an electronic health record [EHR]).

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

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