California Department of Mental Health

Mental Health Services Act (MHSA)

Information Technology (IT) Workgroup Conference Call

December 8, 2005

Personal Service Coordinator(PSC) Data Entry Process

Consumer

Could Notify PSC of Key Event

Assigned PSC (County or Contracted Service Provider)

Other Provider (County or County Contracted)

Performs Partnership Assessment & Enters Partnership Assessment Data

Enters Key Event Data

Performs & Enters Quarterly Assessment Data

DMH MHSA Data Collection and Reporting (DCR) System for FSP

MHSA DCR System
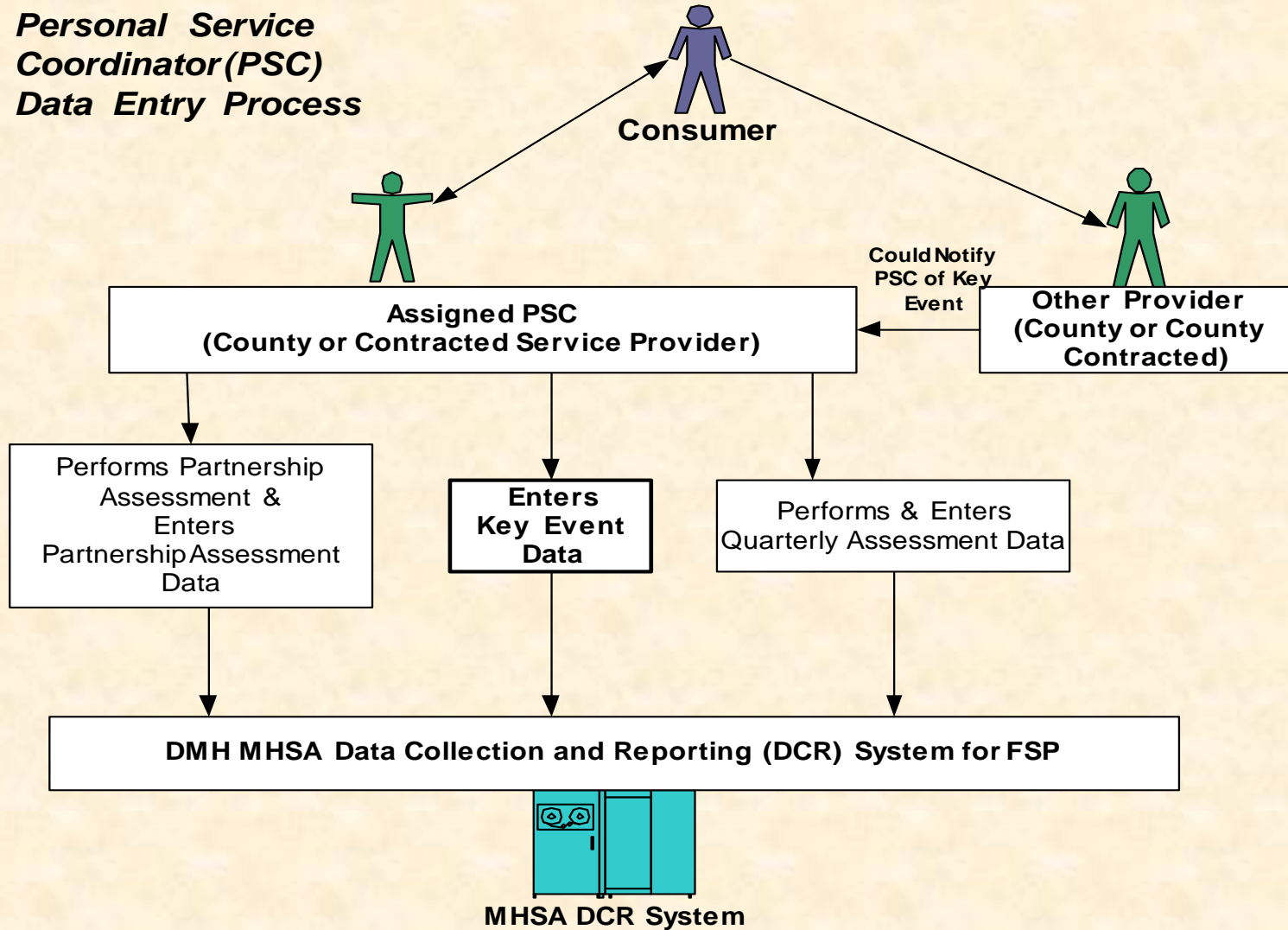
PARTNERSHIP ASSESSMENT FORM

Completed ONCE, when a partnership is established.

<u>History and baseline data for the following areas:</u>

- Residential (includes hospitalization & incarceration)
- Education
- Employment
- Sources of Financial Support
- Legal Issues / Designations
- Emergency Intervention
- Health Status
- Substance Abuse
- ADL / IADL - *Older Adults Only*

KEY EVENT TRACKING FORM

Completed every time there is a change in the following key areas:

- Administrative Information
- Residential (includes hospitalization and incarceration)
- Education
- Employment
- Legal Issues / Designations
- Emergency Intervention

QUARTERLY ASSESSMENT FORM

Completed every 3 months to assess changes in:

- – Education
- – Employment
- – Sources of Financial Support
- – Legal Issues / Designations
- – Health Status
- – Substance Abuse
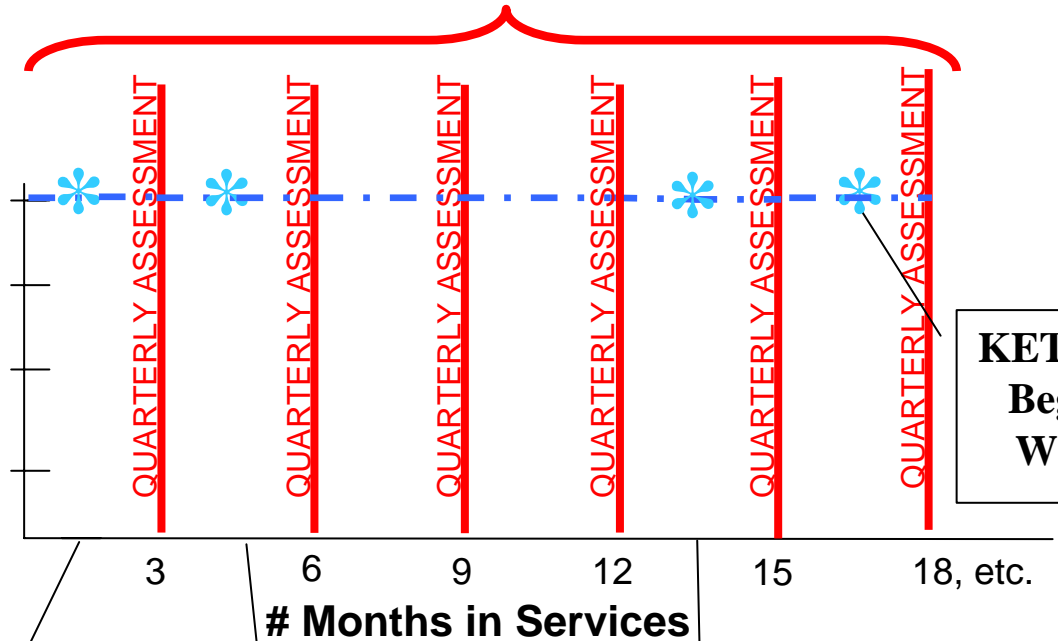- – ADL / IADL – *Older Adults Only*

Timeline: Form Administration

Quarterly Assessment Form (3M): Completed every 3 months

QUARTERLY ASSESSMENT (×6)

3   6   9   12   15   18, etc.

 # Months in Services
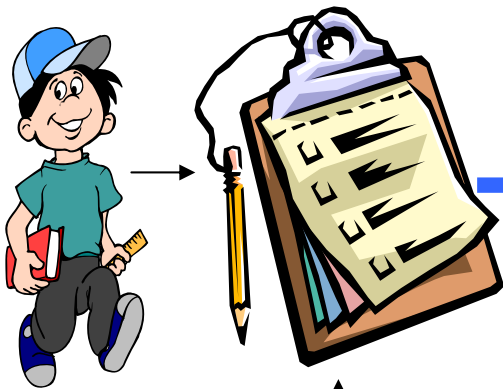
Partnership Assessment Form (PAF): Completed ONCE - when a partnership is established

KET due: Residential Move

KET due: ER Visit

KET due: Residential Move

KET due: Begins Work

Key Event Tracking (KET): Completed each time a change takes place

MHSA IT — XML File Transfer

County/DMH Batch Data Interface Process Workflow