**Performance Outcomes System**

**(POS)**

**Data Dictionary (Version 2.1)**

**For the**

**Child and Adolescent Needs and Strengths**

 **Functional Assessment Screening Tool**

**(For the CANS California 50 Item Form)**

**For the 2018 Data Collection Period**

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| **Element/Field Name** | **Type** | **Size (Bytes)** | **Description** | **Format/Coding** |
| **Administrative Data** |
| **TRANSACTION CODE****TRANS\_CD** | **TEXT** | **1** | **A single character code used to process the assessment record data.** | **A = Add****R = Replace****D = Delete****See Appendix A for further details.** |
| **ASSESSMENT TOOL CODE****ASSESS\_TOOL\_CD** | **TEXT** | **1** | **A unique code identifying the type of Assessment Tool used.** | **1 = CANS****2 = PSC** |
| **COUNTY CODE****CNTY\_CD** | **TEXT** | **2** | **County identifier (i.e., county code) *county/city submitting record***  | **01 - 66** **See Appendix B for County codes.**  |
| **COUNTY CLIENT NUMBER (CCN)****CCN** | **TEXT** | **9** | **County Client Number. A code used by each County to uniquely identify a client.** | **Character field Right justify, use left leading zeros See Appendix C for examples**  |
| **CLIENT INDEX NUMBER (CIN)****CIN** | **TEXT** | **9** | **Client Index Number. An alphanumeric code used by DHCS to uniquely identify a Medi-Cal beneficiary.** | **Alphanumeric character string with format:****XXXXXXXXA****See Appendix F for details.** |
| **CLIENT NAME****CLIENT\_NAME** | **TEXT** | **53** | **Name of client/beneficiary.** | **Character field with the client’s last, first, middle names and suffix. See Appendix D for details.** |
| **CLIENT DOB****CLIENT\_DOB** | **TEXT** | **8** | **The Date of Birth of the client.** | **8 digit field with format:****YYYYMMDD** |
| **PROVIDER NUMBER****PROVIDER\_NUM** | **TEXT** | **4** | **Indicates the organization providing the assessment.** | **4-digit number****XXXX** |
| **ASSESSMENT DATE****ASSESS\_DT** | **TEXT** | **8** | **The date of the assessment** | **8 digit field with format:****YYYYMMDD** |
| **ASSESSMENT TYPE****ASSESS\_TYPE** | **TEXT** | **1** | **Indicates the type of assessment (included on the CANS form ‘Form Status’ field).** | **1 = Initial****2 = Reassessment****4 = Discharge****5 = Administrative Close****6 = Urgent****See Appendix E for details.** |
| **HAS CAREGIVER****CAREGIVER** | **TEXT** | **1** | **Indicates if the client has a caregiver available to him/her.** | **Y = Yes****N = No** |

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| **Element/Field Name** | **Type** | **Size (Bytes)** | **Description** | **Format/Coding** |
| **CANS (CHILD BEHAVIORAL/EMOTIONAL NEEDS)** |
| **Psychosis****CANS\_CB\_Q1** | **TEXT** | **1** | **Item one from the “CHILD BEHAVIORAL/EMOTIONAL NEEDS” domain.** | **0 = No evidence****1 = History or Suspicion****2 = Interferes with functioning; action needed****3 = Disabling, dangerous, immediate or intensive; action needed** |
| **Impulsivity / Hyperactivity****CANS\_CB\_Q2** | **TEXT** |  **1** | **Item two from the “CHILD BEHAVIORAL/EMOTIONAL NEEDS” domain.** | **0 = No evidence****1 = History or Suspicion****2 = Interferes with functioning; action needed****3 = Disabling, dangerous, immediate or intensive; action needed** |
| **Depression****CANS\_CB\_Q3** | **TEXT** |  **1** | **Item three from the “CHILD BEHAVIORAL/EMOTIONAL NEEDS” domain.** | **0 = No evidence****1 = History or Suspicion****2 = Interferes with functioning; action needed****3 = Disabling, dangerous, immediate or intensive; action needed** |
| **Anxiety****CANS\_CB\_Q4** | **TEXT** | **1** | **Item four from the “CHILD BEHAVIORAL/EMOTIONAL NEEDS” domain.** | **0 = No evidence****1 = History or Suspicion****2 = Interferes with functioning; action needed****3 = Disabling, dangerous, immediate or intensive; action needed** |
| **Oppositional****CANS\_CB\_Q5** | **TEXT** | **1** | **Item five from the “CHILD BEHAVIORAL/EMOTIONAL NEEDS” domain.** | **0 = No evidence****1 = History or Suspicion****2 = Interferes with functioning; action needed****3 = Disabling, dangerous, immediate or intensive; action needed** |
| **Conduct****CANS\_CB\_Q6** | **TEXT** | **1** | **Item six from the “CHILD BEHAVIORAL/EMOTIONAL NEEDS” domain.** | **0 = No evidence****1 = History or Suspicion****2 = Interferes with functioning; action needed****3 = Disabling, dangerous, immediate or intensive; action needed** |
| **Anger Control****CANS\_CB\_Q7** | **TEXT** | **1** | **Item seven from the “CHILD BEHAVIORAL/EMOTIONAL NEEDS” domain** | **0 = No evidence****1 = History or Suspicion****2 = Interferes with functioning; action needed****3 = Disabling, dangerous, immediate or intensive; action needed** |

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| **Element/Field Name** | **Type** | **Size (Bytes)** | **Description** | **Format/Coding** |
| **CANS (CHILD BEHAVIORAL/EMOTIONAL NEEDS)** |
| **Substance Use****CANS\_CB\_Q8** | **TEXT** |  **1** | **Item eight from the “CHILD BEHAVIORAL/EMOTIONAL NEEDS” domain.** | **0 = No evidence****1 = History or Suspicion****2 = Interferes with functioning; action needed****3 = Disabling, dangerous, immediate or intensive; action needed** |
| **Adjustment to Trauma****CANS\_CB\_Q9** | **TEXT** |  **1** | **Item nine from the “CHILD BEHAVIORAL/EMOTIONAL NEEDS” domain.** | **0 = No evidence****1 = History or Suspicion****2 = Interferes with functioning; action needed****3 = Disabling, dangerous, immediate or intensive; action needed** |

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| **Element/Field Name** | **Type** | **Size (Bytes)** | **Description** | **Format/Coding** |
| **CANS (LIFE DOMAIN FUNCTIONING)** |
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| **Family Functioning****CANS\_LD\_Q10** |

 | **TEXT** | **1** | **Item ten from the “LIFE DOMAIN FUNCTIONING” domain.** | **0 = No Evidence****1 = History or Suspicion****2 = Interferes with functioning; action needed****3 = Disabling, dangerous, immediate or intensive; action needed** |
| **Living Situation****CANS\_LD\_Q11** | **TEXT** |  **1** | **Item eleven from the “LIFE DOMAIN FUNCTIONING” domain.** | **0 = No Evidence****1 = History or Suspicion****2 = Interferes with functioning; action needed****3 = Disabling, dangerous, immediate or intensive; action needed** |
| **Social Functioning****CANS\_LD\_Q12** | **TEXT** |  **1** | **Item twelve from the “LIFE DOMAIN FUNCTIONING” domain.** | **0 = No Evidence****1 = History or Suspicion****2 = Interferes with functioning; action needed****3 = Disabling, dangerous, immediate or intensive; action needed** |
| **Developmental / Intellectual****CANS\_LD\_Q13** | **TEXT** | **1** | **Item thirteen from the “LIFE DOMAIN FUNCTIONING” domain.** | **0 = No Evidence****1 = History or Suspicion****2 = Interferes with functioning; action needed****3 = Disabling, dangerous, immediate or intensive; action needed** |
| **Decision Making****CANS\_LD\_Q14** | **TEXT** | **1** | **Question fourteen from the “LIFE DOMAIN FUNCTIONING” domain.**  | **0 = No Evidence****1 = History or Suspicion****2 = Interferes with functioning; action needed****3 = Disabling, dangerous, immediate or intensive; action needed** |
| **School Behavior****CANS\_LD\_Q15** | **TEXT** | **1** | **Item fifteen from the “LIFE DOMAIN FUNCTIONING” domain.** | **0 = No Evidence****1 = History or Suspicion****2 = Interferes with functioning; action needed****3 = Disabling, dangerous, immediate or intensive; action needed** |
| **School Achievement****CANS\_LD\_Q16** | **TEXT** | **1** | **Item sixteen from the “LIFE DOMAIN FUNCTIONING” domain.** | **0 = No Evidence****1 = History or Suspicion****2 = Interferes with functioning; action needed****3 = Disabling, dangerous, immediate or intensive; action needed** |

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| **Element/Field Name** | **Type** | **Size (Bytes)** | **Description** | **Format/Coding** |
| **CANS (LIFE DOMAIN FUNCTIONING)** |
| **School Attendance****CANS\_LD\_Q17** | **TEXT** |  **1** | **Item seventeen from the “LIFE DOMAIN FUNCTIONING” domain.** | **0 = No Evidence****1 = History or Suspicion****2 = Interferes with functioning; action needed****3 = Disabling, dangerous, immediate or intensive; action needed** |
| **Medical / Physical****CANS\_LD\_Q18** | **TEXT** |  **1** | **Item eighteen from the “LIFE DOMAIN FUNCTIONING” domain.** | **0 = No Evidence****1 = History or Suspicion****2 = Interferes with functioning; action needed****3 = Disabling, dangerous, immediate or intensive; action needed** |
| **Sexual Development****CANS\_LD\_Q19** | **TEXT** | **1** | **Item nineteen from the “LIFE DOMAIN FUNCTIONING” domain.** | **0 = No Evidence****1 = History or Suspicion****2 = Interferes with functioning; action needed****3 = Disabling, dangerous, immediate or intensive; action needed** |
| **Sleep****CANS\_LD\_Q20** | **TEXT** | **1** | **Item twenty from the “LIFE DOMAIN FUNCTIONING” domain.** | **0 = No Evidence****1 = History or Suspicion****2 = Interferes with functioning; action needed****3 = Disabling, dangerous, immediate or intensive; action needed** |

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| **Element/Field Name** | **Type** | **Size (Bytes)** | **Description** | **Format/Coding** |
| **CANS (RISK BEHAVIORS)** |
| **Suicide Risk****CANS\_RB\_Q21** | **TEXT** | **1** | **Item twenty-one from the “RISK BEHAVIORS” domain.** | **0 = No evidence****1 = History or Suspicion****2 = Interferes with functioning; action needed****3 = Disabling, dangerous, immediate or intensive; action needed** |
| **Non-Suicidal Self-Injurious Behavior****CANS\_RB\_Q22** | **TEXT** |  **1** | **Item twenty-two from the “RISK BEHAVIORS” domain.** | **0 = No evidence****1 = History or Suspicion****2 = Interferes with functioning; action needed****3 = Disabling, dangerous, immediate or intensive; action needed** |
| **Other Self-Harm****CANS\_RB\_Q23** | **TEXT** |  **1** | **Item twenty-three from the “RISK BEHAVIORS” domain.** | **0 = No evidence****1 = History or Suspicion****2 = Interferes with functioning; action needed****3 = Disabling, dangerous, immediate or intensive; action needed** |
| **Danger to Others****CANS\_RB\_Q24** | **TEXT** | **1** | **Item twenty-four from the “RISK BEHAVIORS” domain.**  | **0 = No evidence****1 = History or Suspicion****2 = Interferes with functioning; action needed****3 = Disabling, dangerous, immediate or intensive; action needed** |
| **Sexual Aggression****CANS\_RB\_Q25** | **TEXT** | **1** | **Item twenty-five from the “RISK BEHAVIORS” domain.**  | **0 = No evidence****1 = History or Suspicion****2 = Interferes with functioning; action needed****3 = Disabling, dangerous, immediate or intensive; action needed** |
| **Delinquent Behavior****CANS\_RB\_Q26** | **TEXT** | **1** | **Item twenty-six from the “RISK BEHAVIORS” domain.**  | **0 = No evidence****1 = History or Suspicion****2 = Interferes with functioning; action needed****3 = Disabling, dangerous, immediate or intensive; action needed** |
| **Runaway****CANS\_RB\_Q27** | **TEXT** | **1** | **Item twenty-seven from the “RISK BEHAVIORS” domain.**  | **0 = No evidence****1 = History or Suspicion****2 = Interferes with functioning; action needed****3 = Disabling, dangerous, immediate or intensive; action needed** |

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| **Element/Field Name** | **Size (Bytes)** | **Width** | **Description** | **Format/Coding** |
| **CANS (RISK BEHAVIORS)** |
| **Intentional Misbehavior****CANS\_RB\_Q28** | **TEXT** |  **1** | **Item twenty-eight from the “RISK BEHAVIORS” domain.**  | **0 = No evidence****1 = History or Suspicion****2 = Interferes with functioning; action needed****3 = Disabling, dangerous, immediate or intensive; action needed** |

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| **Element/Field Name** | **Type** | **Size (Bytes)** | **Description** | **Format/Coding** |
| **CANS (CULTURAL FACTORS)** |
| **Language****CANS\_CF\_Q29** | **TEXT** | **1** | **Item twenty-nine from the “CULTURAL FACTORS” domain.** | **0 = No evidence****1 = History or Suspicion****2 = Interferes with functioning; action needed****3 = Disabling, dangerous, immediate or intensive; action needed** |
| **Traditions and Rituals****CANS\_CF\_Q30** | **TEXT** |  **1** | **Item thirty from the “CULTURAL FACTORS” domain.** | **0 = No evidence****1 = History or Suspicion****2 = Interferes with functioning; action needed****3 = Disabling, dangerous, immediate or intensive; action needed** |
| **Cultural Stress****CANS\_CF\_Q31** | **TEXT** |  **1** | **Item thirty-one from the “CULTURAL FACTORS” domain.** | **0 = No evidence****1 = History or Suspicion****2 = Interferes with functioning; action needed****3 = Disabling, dangerous, immediate or intensive; action needed** |

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| **Element/Field Name** | **Type** | **Size (Bytes)** | **Description** | **Format/Coding** |
| **CANS (STRENGTHS DOMAIN)** |
| **Family Strengths****CANS\_SD\_Q32** | **TEXT** | **1** | **Item thirty-two from the “STRENGTHS” domain.** | **0 = Centerpiece strength****1 = Useful strength****2 = Identified Strength****3 = No evidence** |
| **Interpersonal****CANS\_SD\_Q33** | **TEXT** |  **1** | **Item thirty-three from the “STRENGTHS” domain.** | **0 = Centerpiece strength****1 = Useful strength****2 = Identified Strength****3 = No evidence** |
| **Educational Setting****CANS\_SD\_Q34** | **TEXT** |  **1** | **Item thirty-four from the “STRENGTHS” domain.** | **0 = Centerpiece strength****1 = Useful strength****2 = Identified Strength****3 = No evidence** |
| **Talents / Interests****CANS\_SD\_Q35** | **TEXT** | **1** | **Item thirty-five from the “STRENGTHS” domain.** | **0 = Centerpiece strength****1 = Useful strength****2 = Identified Strength****3 = No evidence** |
| **Spiritual / Religious****CANS\_SD\_Q36** | **TEXT** | **1** | **Item thirty-six from the “STRENGTHS” domain.** | **0 = Centerpiece strength****1 = Useful strength****2 = Identified Strength****3 = No evidence** |
| **Cultural Identity****CANS\_SD\_Q37** | **TEXT** | **1** | **Item thirty-seven from the “STRENGTHS” domain.** | **0 = Centerpiece strength****1 = Useful strength****2 = Identified Strength****3 = No evidence** |
| **Community Life****CANS\_SD\_Q38** | **TEXT** | **1** | **Item thirty-eight from the “STRENGTHS” domain.** | **0 = Centerpiece strength****1 = Useful strength****2 = Identified Strength****3 = No evidence** |
| **Natural Supports****CANS\_SD\_Q39** | **TEXT** | **1** | **Item thirty-nine from the “STRENGTHS” domain.** | **0 = Centerpiece strength****1 = Useful strength****2 = Identified Strength****3 = No evidence** |
| **Resiliency****CANS\_SD\_Q40** | **TEXT** | **1** | **Item forty from the “STRENGTHS” domain.** | **0 = Centerpiece strength****1 = Useful strength****2 = Identified Strength****3 = No evidence** |

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| **Element/Field Name** | **Type** | **Size (Bytes)** | **Description** | **Format/Coding** |
| **CANS (CAREGIVER RESOURCES AND NEEDS)** |
| **Supervision****CANS\_CR\_Q41** | **TEXT** | **1** | **Item forty-one from the “CAREGIVER RESOURCES AND NEEDS” domain.** | **0 = No evidence****1 = History or Suspicion****2 = Interferes with functioning; action needed****3 = Disabling, dangerous, immediate or intensive; action needed****8 = Not Applicable** |
| **Involvement with Care****CANS\_CR\_Q42** | **TEXT** |  **1** | **Item forty-two from the “CAREGIVER RESOURCES AND NEEDS” domain.** | **0 = No evidence****1 = History or Suspicion****2 = Interferes with functioning; action needed****3 = Disabling, dangerous, immediate or intensive; action needed****8 = Not Applicable** |
| **Knowledge****CANS\_CR\_Q43** | **TEXT** |  **1** | **Item forty-three from the “CAREGIVER RESOURCES AND NEEDS” domain.** | **0 = No evidence****1 = History or Suspicion****2 = Interferes with functioning; action needed****3 = Disabling, dangerous, immediate or intensive; action needed****8 = Not Applicable** |
| **Social Resources****CANS\_CR\_Q44** | **TEXT** | **1** | **Item forty-four from the “CAREGIVER RESOURCES AND NEEDS” domain.** | **0 = No evidence****1 = History or Suspicion****2 = Interferes with functioning; action needed****3 = Disabling, dangerous, immediate or intensive; action needed****8 = Not Applicable** |
| **Residential Stability****CANS\_CR\_Q45** | **TEXT** | **1** | **Item forty-five from the “CAREGIVER RESOURCES AND NEEDS” domain.** | **0 = No evidence****1 = History or Suspicion****2 = Interferes with functioning; action needed****3 = Disabling, dangerous, immediate or intensive; action needed****8 = Not Applicable** |
| **Medical / Physical****CANS\_CR\_Q46** | **TEXT** | **1** | **Item forty-six from the “CAREGIVER RESOURCES AND NEEDS” domain.** | **0 = No evidence****1 = History or Suspicion****2 = Interferes with functioning; action needed****3 = Disabling, dangerous, immediate or intensive; action needed****8 = Not Applicable** |
| **Mental Health****CANS\_CR\_Q47** | **TEXT** |  **1** | **Item forty-seven from the “CAREGIVER RESOURCES AND NEEDS” domain.** | **0 = No evidence****1 = History or Suspicion****2 = Interferes with functioning; action needed****3 = Disabling, dangerous, immediate or intensive; action needed****8 = Not Applicable** |

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| **Element/Field Name** | **Type** | **Size (Bytes)** | **Description** | **Format/Coding** |
| **CANS (CAREGIVER RESOURCES AND NEEDS)** |
| **Substance Use****CANS\_CR\_Q48** | **TEXT** |  **1** | **Item forty-eight from the “CAREGIVER RESOURCES AND NEEDS” domain.** | **0 = No evidence****1 = History or Suspicion****2 = Interferes with functioning; action needed****3 = Disabling, dangerous, immediate or intensive; action needed****8 = Not Applicable** |
| **Development****CANS\_CR\_Q49** | **TEXT** | **1** | **Item forty-nine from the “CAREGIVER RESOURCES AND NEEDS” domain.** | **0 = No evidence****1 = History or Suspicion****2 = Interferes with functioning; action needed****3 = Disabling, dangerous, immediate or intensive; action needed****8 = Not Applicable** |
| **Safety****CANS\_CR\_Q50** | **TEXT** | **1** | **Item fifty from the “CAREGIVER RESOURCES AND NEEDS” domain.** | **0 = No evidence****1 = History or Suspicion****2 = Interferes with functioning; action needed****3 = Disabling, dangerous, immediate or intensive; action needed****8 = Not Applicable** |

Appendix A

Transaction Codes

This field is used to inform the system how to process the data that is contained in the individual assessment record. Most records received will be added to the DHCS Functional Assessment system as new records. However, there will be circumstances when assessment information may need to have information corrected by replacing existing records in the system. Additionally, there may also be a need to remove existing assessment records.

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| ***VALID CODES:*** |

**A (Or Blank) “Add”:** This is the default code used to add/append a new assessment record to the system. All associated fields defined in the data dictionary should be complete.

**R “Replace”:** This code is used to replace (update) an existing assessment record in the system. For example, if a client’s scores required modifications. Similar to the “Add” code above, all associated fields defined in the data dictionary should be complete. Furthermore, for the “Replace” code to work properly, the COUNTY CODE, COUNTY CLIENT NUNBER (CCN), and ASSESSMENT DATE fields should match an existing assessment record in the system.

**D “Delete”:** This code is used to delete an existing assessment record in the system Similar to the “Replace” code above, for the “Delete” code to work properly, the COUNTY CODE, COUNTY CLIENT NUNBER (CCN), and ASSESSMENT DATE fields should match an existing assessment record in the system. Since this assessment record will be deleted, all of the other fields defined in the data dictionary do not have to be included.

Appendix B

County Codes

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| ***VALID CODES:*** |
|  |
| 01 | = | Alameda | 22 | = | Mariposa | 43 | = | Santa Clara |
| 02 | = | Alpine | 23 | = | Mendocino | 44 | = | Santa Cruz |
| 03 | = | Amador | 24 | = | Merced | 45 | = | Shasta |
| 04 | = | Butte | 25 | = | Modoc | 46 | = | Sierra |
| 05 | = | Calaveras | 26 | = | Mono | 47 | = | Siskiyou |
| 06 | = | Colusa | 27 | = | Monterey | 48 | = | Solano |
| 07 | = | Contra Costa | 28 | = | Napa | 49 | = | Sonoma |
| 08 | = | Del Norte | 29 | = | Nevada | 50 | = | Stanislaus |
| 09 | = | El Dorado | 30 | = | Orange | 52 | = | Tehama |
| 10 | = | Fresno | 31 | = | Placer | 53 | = | Trinity |
| 11 | = | Glenn | 32 | = | Plumas | 54 | = | Tulare |
| 12 | = | Humboldt | 33 | = | Riverside | 55 | = | Tuolumne |
| 13 | = | Imperial | 34 | = | Sacramento | 56 | = | Ventura |
| 14 | = | Inyo | 35 | = | San Benito | 57 | = | Yolo |
| 15 | = | Kern | 36 | = | San Bernardino |  |  |  |
| 16 | = | Kings | 37 | = | San Diego | 63 | = | Sutter/Yuba |
| 17 | = | Lake | 38 | = | San Francisco | 65 | = | Berkeley City |
| 18 | = | Lassen | 39 | = | San Joaquin | 66 | = | Tri-City |
| 19 | = | Los Angeles | 40 | = | San Luis Obispo |  |  |  |
| 20 | = | Madera | 41 | = | San Mateo |  |  |  |
| 21 | = | Marin | 42 | = | Santa Barbara |  |  |  |

Appendix C

County Client Number (CCN)

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| Identifies the identification number by which the client is known by a particular agency or institution.  |

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|  | FIELD FORMAT: |
|  | Type: | Alphanumeric |
|  | Byte(s): | 9 |
|  | Format: | XXXXXXXXXRight justify, zero fill, no imbedded blanks |
|  | Required On: | All Records |
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Appendix D

Client Name

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| Identifies the name of the client as it appears on the birth certificate as reported by the client. |

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|  | **FIELD FORMAT:** |
|  | Type: | Character |
|  | Byte(s): | 53 |
|  |  |  | First 15Middle: 15Last: 20Suffix: 3 |
|  | Format: | FFFFFFFFFFFFFFFMMMMMMMMMMMMMMMLLLLLLLLLLLLLLLLLLLLSSSLeft justify each subfield with trailing blanks |
|  | Required On: | All Client Records |

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| ***COMMENTS:*** |
| Use UPPER CASE only. Embedded hyphens and apostrophes are acceptable if comprised as part of a name. Do not use commas or periods. If commas or periods are used, they will be removed. If mixed or lower case is used, the characters will be converted to UPPER CASE.Appellations such as Sr, Jr, III, etc. are acceptable in the suffix field. Do not include titles such as MD, PhD, etc. in the suffix field. |

Appendix E

Assessment Types

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| Identifies the type of assessment that was performed for the client. These types are used for all functional assessment tools (CANS and PSC). |

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| ***VALID CODES:*** |

**“Initial” (Code ‘1’):** The first functional assessment received when a client enters the mental health system. Initial assessments can occur for new clients, or for clients who have been previously discharged.

**“Reassessment” (Code ‘2’) :** Periodic functional assessments which are after the initial assessment and occur periodically (approximately every 6 months until discharge).

**“Discharge” (Code ‘4’) :** The last functional assessment received when a client leaves the mental health system.

**“Administrative Close ” (Code ‘5’) :** The Administrative Close assessment type’s purpose is to inform the system the patient has either stopped treating and/or left the system and won’t be receiving any further assessments.  When this type of assessment is received, there won’t be any functional assessment data (scores).

**“Urgent ” (Code ‘6’) :** This functional assessment is performed for special, rare cases identified as urgent by mental health practitioners. The frequency as described by the Reassessment type above, which occur every 6 months (approximate), do not apply. Urgent assessments can occur any time between an Initial assessment and a Discharge assessment.

Appendix F

Client Index Number (CIN)

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| Client Index Number identifies a Medi-Cal beneficiary using a unique assigned number.  |

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|  | **FIELD FORMAT:** |
|  | Type: | Alphanumeric |
|  | Byte(s): | 9 |
|  | Format: | XXXXXXXXXA |
|  | Allowed Values | The CIN always starts with a ‘9’, has seven numeric digits, and ends with an alpha character of: A, C through H, M, N, or S through W. These characters are invalid endings for CINs: B, I, J, K, L, O, P, Q, R, X, Y, and Z. Note that CINs never end with a ‘P’ and therefore cannot be confused with pseudo SSNs.  |