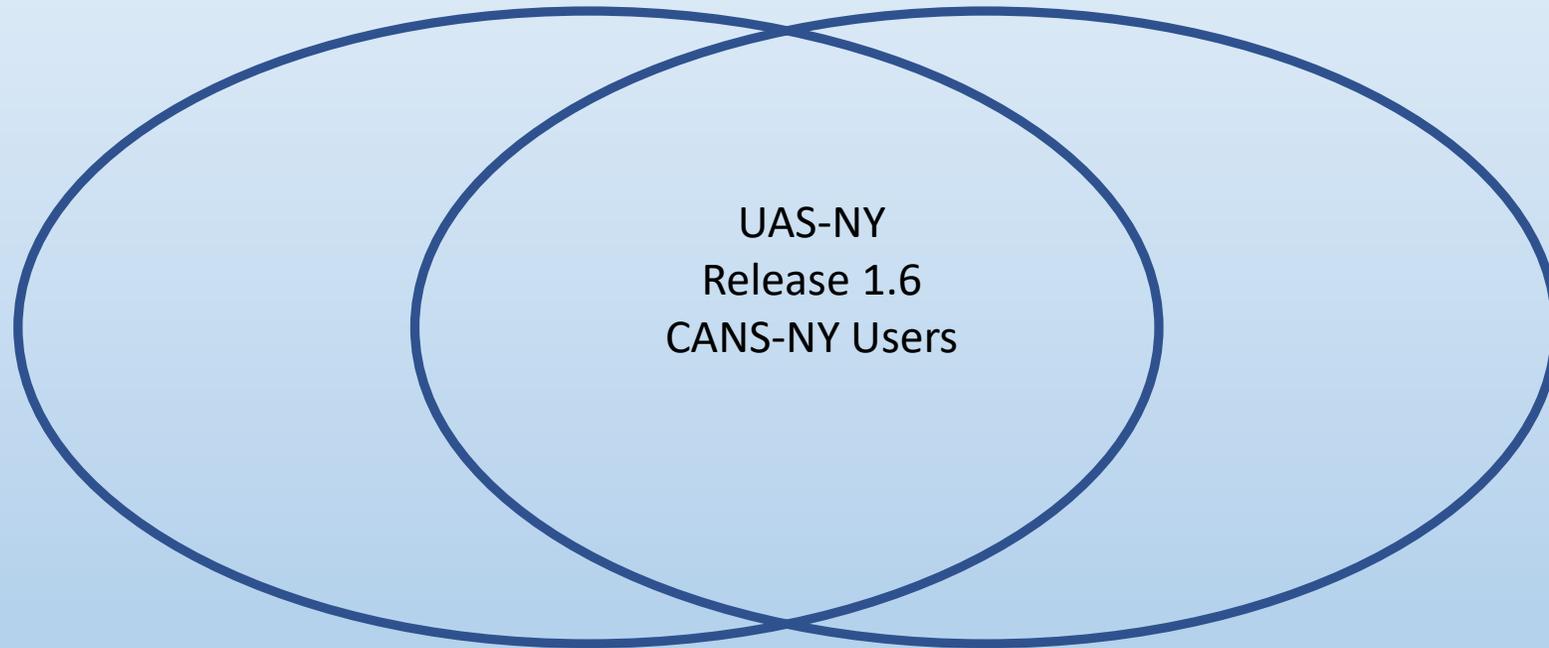


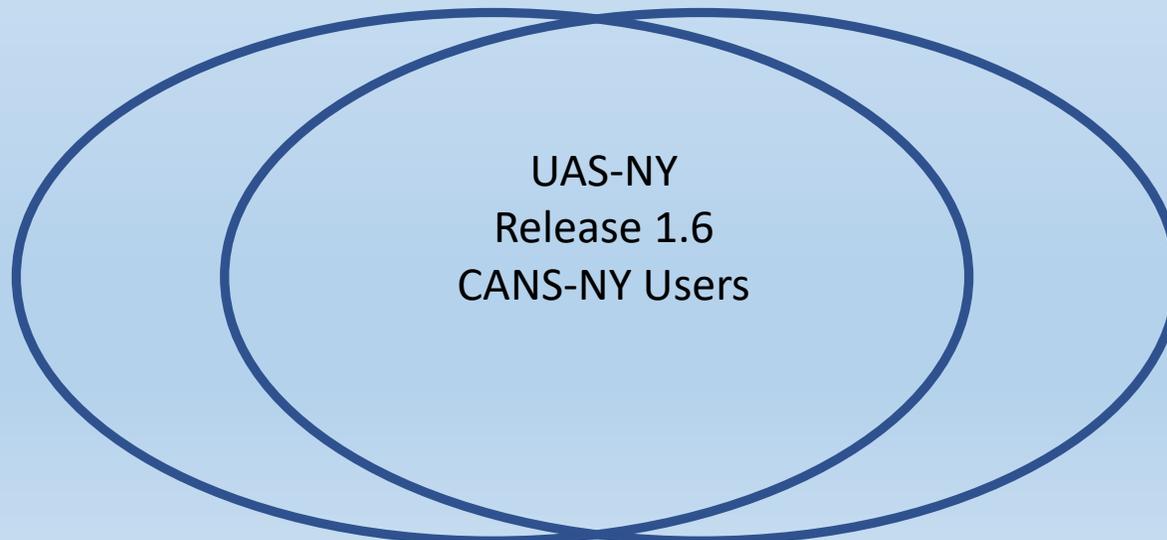
Welcome to Training!



Purpose



The purpose of this video is to give Lead Health Homes information pertaining to the UAS-NY Release 1.6. This information will help Lead Health Homes assist the CANS-NY assessors in their network who process assessments and utilize reporting mechanisms to manage the CANS-NY and HCBS/LOC Determination assessments.



Learning Activities



“Golden Rules”
to Follow

New Reports in
the CANS-NY

What You Will Learn About Today!



Changes to the
Instrument(s)
Release 1.6

Review of the
CANS-NY and
HCBS/LOC
Determination

Children's Behavioral Health Assessments

Uniform Assessment System



CANS-NY: identifies a child's strength and needs.

HCBS/LOC Determination: Determines a child's HCBS Eligibility

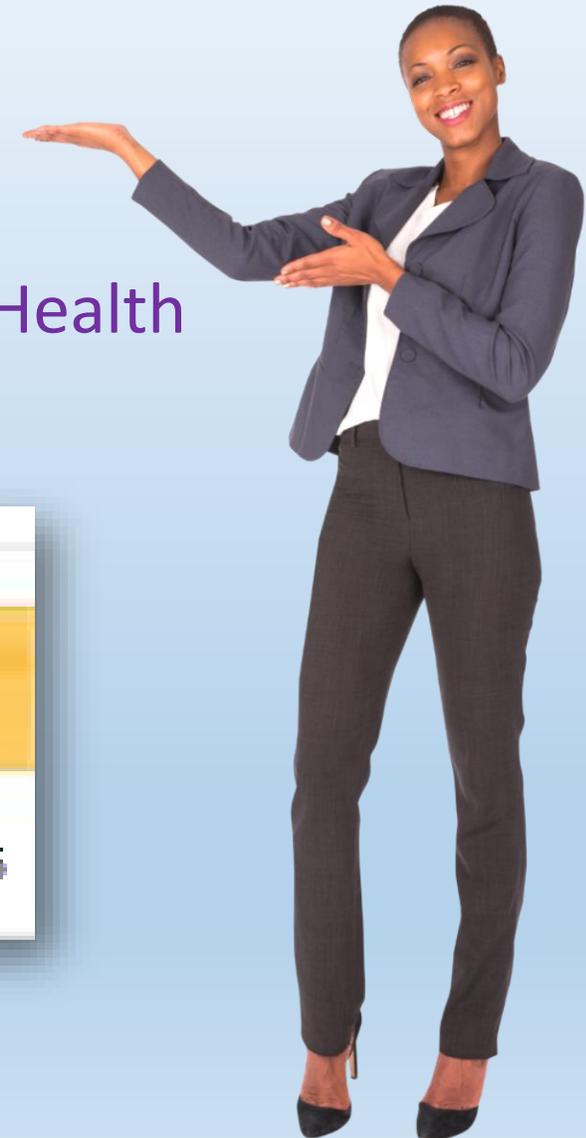
- **Shared information and care planning**
- **Connect children with services**
- **Run reports for care planning and reassessment**

Our Goal: Work towards returning children to home and community!

Rule #1: Check the Child's Health Home in MAPP HHTS

The Golden Rules of Processing a CANS-NY

Rule #1: Check the child's Health Home in MAPP HHTS Health Home Tracking System (HHTS)



Member CIN Search
When entering more than one CIN, identify which format was used to delimit the CINs.

Search Criteria

CIN#

Delimiter
Excel Column
Excel Row
Space Delimited

Download File Format

File Format
Fixed Length (txt)

Search Results (Number of Items: 1)

Member	Program Participation	DOB	Medicaid End Date	Coverage Code	Managed Care Plan	Health Home
Andrea Anderson BZ223451		6/16/2006		30	Z-Test Healthcare of NY 0222748	ZNNYS 0432145

Managed Care Plan **Health Home**

Z-Test Healthcare of NY 0222748 ZNNYS 0432145

Rule #1: Check the Child's Health Home in MAPP HHTS

The Golden Rules of Processing a CANS-NY

Rule #1: Check the child's Health Home in MAPP HHTS Health Home Tracking System (HHTS).

Be sure the Health Home in the UAS-NY is a match

Check Missing | Share | Merge Assessment

The Health Home selection in the Intake/Demographics, Northern Health Home, does not match the enrollment data sent to the UAS from MAPP, ZZZNYS. Please verify the accuracy in both systems and make corrections accordingly. Changes made directly in MAPP will be reflected in the UAS the following day.

Sign/Finalize

Choose Health Home the child is enrolled in

Residential Setting at Time of Assessment

Select the one that represents the child's living arrangement at the time of the current assessment. The person's living arrangement may be long-standing or temporary.

-- No Selection --

-- No Selection --

Adirondack Health Institute (AHI) (03449974)

Catholic Charities of Broome County/Encompass (01164149)

Children's Health Home of Upstate New York (CHHUNY) (04277941)

Children's Health Home of WNY dba Oishei Healthy Kids (04587495)

ZNNYS (0432145)

No Health Home enrollment for this child (99999999)

Mental Health Supported Housing (all types)



The assessment CAN NOT be Signed/Finalized!

Rule #1: Check the Child's Health Home in MAPP HHTS

The Golden Rules of Processing a CANS-NY

Rule #1: Check the child's Health Home (HH) in MAPP Health Home Tracking System (HHTS).

- Changes in MAPP HHTS are transmitted to the UAS-NY the next day.
- Information is not transmitted from MAPP HHTS on Saturdays.
- Updates via EHR must be coordinated with the Lead Health Home to ensure timely transmission to MAPP HHTS.

Don't wait until the end of the month to Sign/Finalize a CANS-NY.



Conducting the CANS-NY 1.6

The Golden Rules of Processing a CANS-NY

Rule #2: The child must have a qualified enrollment in MAPP HHTS.

The table below outlines qualified MAPP HHTS segments that are ARE valid for processing a CANS-NY.

Segment Status Code	Status Description
HHSS001	Active
HHSS04	Pended
HHSS07	Pending Pended
HHSS09	Pending Active



Rule #2: Qualified Enrollment Segment

The Golden Rules of Processing a CANS-NY

Rule #2: The child must have a qualified enrollment in MAPP HHTS.

The table below outlines HHTS segments that are **NOT** valid for processing a CANS-NY.



Segment Status Code	Status Description
HHSS002	Closed
HHSS06	Pending Canceled
HHSS08	Pending Closed

Rule #2: Qualified Enrollment Segment

The screenshot shows the 'Member CIN Search' interface. The search criteria include CIN# (XX11111X), Delimiter (Comma Delimited), and Download File Format (Comma Separated Values (.csv)). The search results table shows one result for Suze Smith with an enrollment segment.

Member	Program Participation	DOB	Medicaid End Date	Coverage Code	Managed Care Plan	Health Home	Care Management Agency	HARP	Segment	Status	Start Date	End Date	Pending Transfer
Suze Smith - XX11111X		11/28/1959	30		CAPITAL DISTRICT PHYS HLTH PL - 01183013	ADIRONDACK HEALTH INSTITUTE INC - 03449974	BERKSHIRE FARM CENTER - 01530143	No	Enrollment	Active	7/1/2019		

Annotations in the screenshot:

- Displays the HH. This must match the selection in UAS (points to Health Home column)
- Displays the Segment type - this must say **ENROLLMENT**. An outreach segment will not pull information into UAS. If the member only has assignments the word assignment will display here and the information will not be pulled into UAS (points to Segment column)
- Displays segment status. The status should be **ACTIVE** (points to Status column)

- Segment must be one of the approved statuses.
- Segment must be "E" for Enrollment.
- Active dates of segment must align with attempted sign/finalize date and assessment reference date for a CANS-NY within the UAS-NY.
- Medicaid ID must be correct in MAPP HHTS and match the Medicaid ID in the UAS-NY.

Rule #2 – The Child Must Have a Qualified Enrollment

Rule #2: Child must have a qualified enrollment segment in HHTS Status.

The screenshot shows a web application interface for searching Member CINs. The search criteria include CIN# (XX11111X), Delimiter (Comma Delimited), and File Format (Comma Separated Values (csv)). The search results table shows one record for Suzie Smith with a qualified enrollment segment starting on 7/1/2019.

Search Criteria:

- CIN#: XX11111X
- Delimiter: Comma Delimited
- File Format: Comma Separated Values (csv)

Search Results (Number of Items: 1)

Member	Program Participation	DOB	Medicaid End Date	Coverage Code	Managed Care Plan	Health Home	Care Management Agency	HARP	Segment	Status	Start Date	End Date	Pending Transfer
Suzie Smith - XX11111X		11/28/1959		30	CAPITAL DISTRICT PHYS HLTH PL - 01183013	ADIRONDACK HEALTH INSTITUTE INC - 03449974	BERKSHIRE FARM CENTER - 01530143	No	Enrollment	Active	7/1/2019		

Annotations:

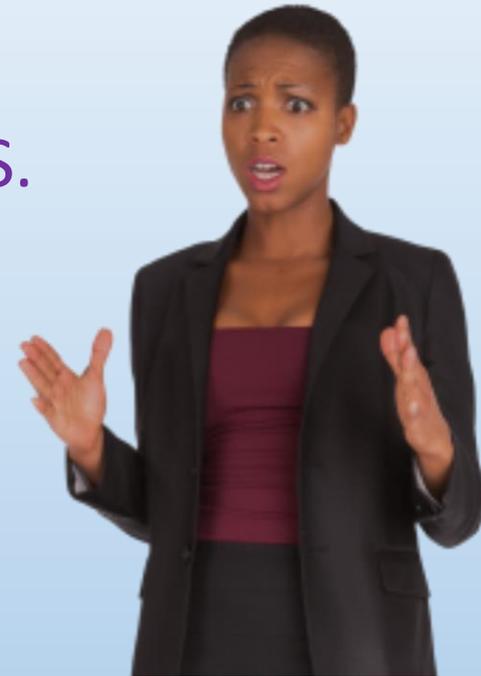
- Yellow callout: "You note that Suzie has a qualified enrollment record in HHTS beginning 7/1/2019."
- Red arrow pointing to Health Home: "Displays the HH. This must match the selection in UAS"
- Red arrow pointing to Segment: "Displays segment status. The status should be ACTIVE"

Conducting the CANS-NY 1.6

The Golden Rules of Processing a CANS-NY

Rule #2: The child must have a qualified enrollment in MAPP HHTS.

- Segment must be one of the approved statuses.
- Segment must be "E" for Enrollment.
- Active dates of segment must align with attempted sign/finalize date and assessment reference date.
- Medicaid ID must be correct in MAPP HHTS and match the Medicaid ID in the UAS-NY.



ⓘ The Health Home selection in Intake/Demographics, Community Care Management Partners (CCMP) LLC, does not match the enrollment data sent to UAS from MAPP, None. Please verify the accuracy in both systems and make corrections accordingly. Changes made directly in MAPP will be reflected in the UAS the following day.

The assessment CAN NOT be Signed/Finalized!

Resolving Errors at the Sign and Finalize Node

Rule #1: Check the Child's Health Home in MAPP HHTS

Rule #2: Child must have a qualified enrollment segment:

- status is appropriate
- enrollment dates are within the required timeframe
- Medicaid ID matches

MAPP Health Home Tracking System (HHTS).

- Changes transmitted to the UAS-NY the next day.
- Information is not transmitted on Saturdays.
- Updates via EHR must be coordinated with the Lead Health Home.



Conducting the CANS-NY 1.6

The Golden Rules of Processing a CANS-NY

Rule #3: Don't wait to until the last day of the month to sign/finalize!

Changes made in the MAPP HHTS will not appear in the UAS-NY until 1 day AFTER they are entered to MAPP HHTS.



The Health Home selection in the Intake/Demographics, Northern Health Home, does not match the enrollment data sent to the UAS from MAPP, ZZZNYS. Please verify the accuracy in both systems and make corrections accordingly. Changes made directly in MAPP will be reflected in the UAS the following day.

Rule #3: Don't wait to until the last day of the month

The Golden Rules of Processing a CANS-NY

Rule #3: Don't wait to until the last day of the month to sign/finalize!



Data is never transmitted from the MAPP HHTS on Saturdays.

Conducting the CANS-NY 1.6 – A Summary

The Golden Rules of Processing a CANS-NY

- Rule #1: The HH in MAPP HHTS must match the HH in the UAS-NY
- Rule #2: The child must have a qualified enrollment in MAPP HHTS.
- Rule #3: Don't wait to until the last day of the month to sign/finalize.

- **Changes made in the MAPP HHTS are transmitted the next day.**
- **Data is never transmitted on Saturdays.**
- **When using the EHR to update MAPP HHTS, communicate with the Lead Health Home to ensure the data it transmitted to MAPP HHTS timely.**



Asking Questions and Getting Answers – Aggregate Reports



Aggregate Reports in the CANS-NY

Who is being Assessed?

Who is on my case list?

Who *needs* to be assessed?

What assessments have not been finalized?

What is the acuity score for a particular member(s)?

Asking Questions and Getting Answers – Aggregate Reports



**CANS-NY and HCBS
Report**

Children on the organization's case list with:

Current Attestation.

Current Consent.

Assessments.

Asking Questions and Getting Answers – Aggregate Reports



**CANS-NY and HCBS
Report**

**Who is currently being
assessed?**

**What is the acuity score for a
child?**

**When are they due for
reassessment?**

Asking Questions and Getting Answers – Aggregate Reports



**Organization's Case
List Report.**

**Children on the organization's
case list with:**

Current Attestation.

Current Consent.

Accessing the Aggregate Reports



Aggregate Reports can only be accessed by:
CANS-NY 15, 25, 15, 50, 70
CANS-NY-DD 15, 50.

UAS-NY Img20, CANS-NY-50
APICHA (HHCMA)

Search Reports Tools Help Logout

Aggregate Reports
Report Downloads

Search by: Search Value: Search by: Search Value: Search Filter:

Last Name | Date of Birth | Open

Sort First: Last Name Asc Sort Second: First Name and MI Asc Sort

Search Case List

Last Name	First Name and MI	Date of Birth	Last 4 SSN	Medicaid ID	PID	TABS ID	City	County	Last Assmt Date
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New Aggregate Report in the CANS-NY

Aggregate Reports

Report Selection

- CANS-NY Finalized Assessments
- CANS-NY Finalized Assessments Spreadsheet
- CANS-NY Assessments Not Finalized
- CANS-NY Assessment Status
- CANS-NY Assessment Outcomes
- CANS-NY and HCBS Report
- Organization Case List Report

Report Export Type: Portable Document Format (PDF)
 Microsoft Excel (XLS)

Generate Report

Reset

CANS-NY Aggregate Reports:

- Assessments conducted by your organization.
- Case files on your organization's case list.
- Results narrowed by one or more filtering options.

Organization's Case List Report

Aggregate Reports

Report Selection

- CANS-NY Finalized Assessments
- CANS-NY Finalized Assessments Spreadsheet
- CANS-NY Assessments Not Finalized
- CANS-NY Assessment Status
- CANS-NY Assessment Outcomes
- CANS-NY and HCBS Report
- Organization Case List Report

Report Export Type: Portable Document Format (PDF)
 Microsoft Excel (XLS)

Generate Report

Reset

Organization's Case List Report

- All case files on your case list with an active attestation and consent

Organization's Case List Report

Report Downloads

Reports are available for 24 hours from the time of submission.
Press refresh [F5] to see if report is ready to download. If not yet available, please return to this page within 24 hours to check again.

Pending Reports

Action	Report State	Report Name	Parameter	File Type	Submitted Date	Completed Date
Download	Completed	Organization Case List Report		CSV	08/12/2019 01:32 PM	08/12/2019 01:32 PM

CANS-NY and HCBS Aggregate Report

Aggregate Reports

Report Selection

- CANS-NY Finalized Assessments
- CANS-NY Finalized Assessments Spreadsheet
- CANS-NY Assessments Not Finalized
- CANS-NY Assessment Status
- CANS-NY Assessment Outcomes
- CANS-NY and HCBS Report
- Organization Case List Report

Date Field for Date Range:

- CANS-NY and HCBS Assessment Reference Month
- CANS-NY and HCBS Assessment Finalization Month
- CANS-NY and HCBS Routine Reassessment Due Month
- HCBS Assessment Outcome Finalization Month

Start Date:

Stop Date:

Report Export Type: Comma-separated Values (CSV)

* CSV files can be opened with Excel for spreadsheet functionality

1. Select the Data Field for Date Range.
2. Select the Start and Stop Date



CANS-NY and HCBS Aggregate Report

AutoSave Off | CansHcbsAggregate-1564576665427-1 - Read-Only - Excel

File Home Insert Page Layout Formulas Data Review View Developer Help Acrobat Forms Tell me what you want to do

Clipboard: Cut, Copy, Paste, Format Painter | Font: Calibri, 11, Bold, Italic, Underline, Text Color, Background Color | Alignment: Wrap Text, Merge & Center | Number: General, Currency, Percentage, Decimals | Styles: Normal, Bad, Good, Neutral, Calculation, Check Cell, Explanatory..., Input | Cells: Insert, Delete, Format, AutoFill, Clear

	A	B	C	D	E	F	G	H	I
1	Reporting Period	Last Name	First Name	Date of Birth	CIN	Child Transitioned from 1915c	Asmt Type	CANS-NY Asmt Type	Health Home Name
2	Reasmt Due: Jan-2019 - Jul-2019	Stephan	Elraheb	10/21/2015	AA12568A	Yes, DOH CAH I & II	CANS-NY Assessment 0-5	CANS-NY Assessment upon Enrollment	St. Mary's Healthcare (03001310)
3	Reasmt Due: Jan-2019 - Jul-2019	Dana	Larsen	1/1/2015	FD62621K	No	CANS-NY Assessment 0-5	Existing CANS-NY upon Enrollment	Adirondack Health Institute (AHI) (03449974)
4	Reasmt Due: Jan-2019 - Jul-2019	Ginetta	Gant	1/1/2018	FD62621K	No	CANS-NY Assessment 0-5	CANS-NY Assessment upon Enrollment	Adirondack Health Institute (AHI) (03449974)
	Reasmt Due: Jan-2019 - Jul-2019	Lisa	Sharpe	1/1/2015	JG85858J	Yes, DOH CAH I & II	CANS-NY Assessment 0-5	CANS-NY Re-assessment at 6 months	Children's Health Home of Upstate New York (CHHUNY) (04277941)



Questions:

- Who transitioned from a 1915 c waiver and what waiver was it?
- How many children have a low acuity?
- Which children are due for reassessment in the upcoming month?

Other Updates with Release 1.6

New with Release 1.6:

New Data Item for HCBS/LOC Determination:

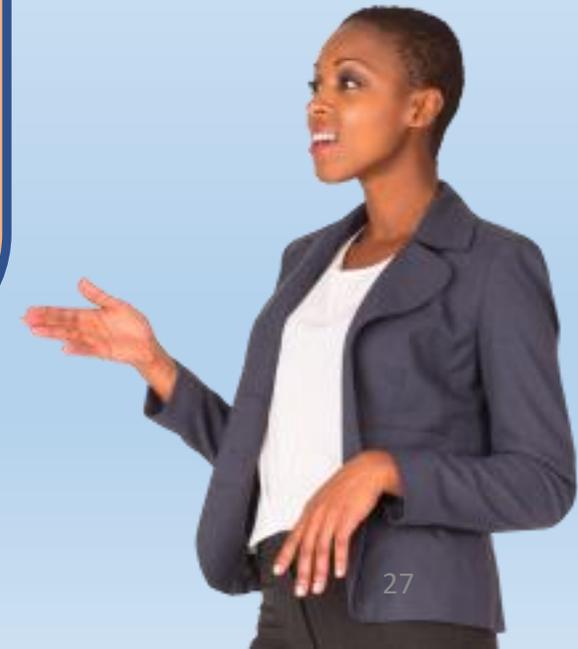
- Early Reassessment.
- Early Reassessment reason.

Clarification for HCBS/LOC responses related to:

- Functional Criteria for ICF-ID.

New report:

- Strengths and Needs.



Other Updates with Release 1.6

? Early Reassessment

Is this an HCBS/LOC reassessment prior to 10 months for a child already determined eligible?

- No selection
- No
- Yes

New with Release 1.6:

New Data Item for HCBS/LOC Determination:

- Early Reassessment.



Other Updates with Release 1.6

? **Reassessment Reason: Change of Circumstances**

- No selection
- Significant change in child's functioning (including increase or decrease of symptoms or new diagnosis)
- Service plan or treatment goals were achieved
- Child admitted, discharged or transferred from hospital/detox, residential setting/placement, or foster care
- Child has been seriously injured, in a serious accident, or has a major medical event
- Child's (primary or identified) caregiver is different than on the previous HCBS/LOC
- Significant change in caregiver's capacity/situation

New with Release 1.6:

New Data Item for HCBS/LOC Determination:

- Early Reassessment.
- Reassessment reason.



Other Updates with Release 1.6

Functional Criteria



OPWDD ICF-IDD level of care functional criteria determination



- No Selection
- OPWDD has determined that the applicant does NOT meet the ICF-IDD level of care functional criteria. This information has been entered in the applicant's case record.
- OPWDD has determined that the applicant meets the ICF-IDD level of care functional criteria. This information has been entered in the applicant's case record.

New with Release 1.6:

Clarification for HCBS/LOC responses related to:

- Functional Criteria for ICF-ID.



Other Updates with Release 1.6

Reports	Tools	Help	Logout
Assessment Results			
Complete Assessment			
Strengths and Needs			

Uniform Assessment System - New York
CANS-NY 0 - 5 Strengths and Needs Report

Anderson, Andrea Date of Birth: 10/21/2015 Medicaid ID: AA12568A

Assessment Date: 01/24/2019	Assessment Type: CANS-NY Assessment upon Enrollment
Finalized Date: 01/24/2019	Organization conducted on behalf of: St. Mary's Healthcare

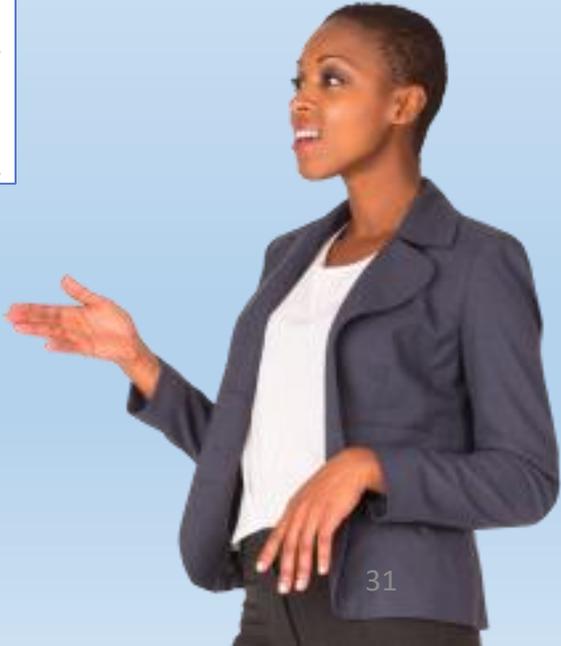
The Strengths and Needs Report is designed to provide guidance and assistance to the care manager to identify the strengths and needs to discuss with the child and family. During this collaborative person-centered discussion the child and family should determine which items to include within the Plan of Care. Not every domain item from this report is required to be included in the Plan of Care.

Useful Strengths - Child
Talk with the child and family about which items below represent strengths to be used in the Plan of Care. These strengths are 0's and 1's. How will you build upon these in the Plan of Care?

Useful Strengths - Caregiver
Talk with the caregiver about which items below represent strengths to be used in the Plan of Care. These strengths are 0's and 1's. How will you build upon these in the Plan of Care?

New with Release 1.6:
Clarification for HCBS/LOC responses related to:

- Functional Criteria for ICF-ID.



Clarifications to the item on LPHA

Risk Factors

A licensed practitioner of the healing arts (LPHA) who has the ability to diagnose within his or her scope of practice under state law has determined in writing that the child, in the absence of Home and Community Based Services (HCBS), is at risk of institutionalization. The LPHA has submitted written clinical documentation to support the determination.

- No selection
- No
- Yes

? Submission date of most recent written clinical documentation from LPHA

Clarification for the item on LPHA:

Yes – enter the date the LPHA signed the form DOH-5275.

No – Enter today's date.



What's New in Release 1.6 – A Summary



Check MAPP HHTS Before adding an assessment child's case file

- Ensure Health Home (HH) matches in the HH selection in the UAS-NY.
- Be sure child has a qualified enrollment record.
- Check the enrollment date is between the planned assessment reference date and the attempted sign/finalize date.
Verify the child's Medicaid ID is correct.

What's New in Release 1.6 – A Summary



Validating the data between MAPP HHTS and the UAS-NY.

- Data is now validated between both systems to ensure accuracy.
- Data is not transmitted until the next day.
- Data is not transmitted on Saturdays.
- Data transmitted vis the EHA may cause further delay.
- Don't wait until the last day of the month make changes in MAPP HHTS!

What's New in Release 1.6 – A Summary



Other Features New to Release 1.6.

- Two new aggregate reports for decision making.
- New data item for early reassessment.
- Clarification to the ICF-DD functional criteria items
- New Strengths and Needs report.

Clarification of the data item on LPHA.

- Respond Yes if the assessor has a signed copy of form DOH-5275 and use the submission date found on the form.
- Respond No if the assessor does not have a copy of form DOH-5275 and use today's date.

Questions?



UAS NY Support Desk: 518-408-1021
Email: uasny@health.ny.gov