

COMPLETED BY:

1. Licensed/Waivered Psychologist
2. Licensed/Registered/Waivered Social Worker or Marriage and Family Therapist
3. Licensed/Registered Professional Clinical Counselor
4. Physician (MD or DO)
5. Nurse Practitioner

COMPLIANCE REQUIREMENTS:

1. Clinical staff administering the SD-CANS must be trained and certified.
2. Certified clinical staff will complete the measure for clients 6-20 years of age receiving services from a mental health provider.
3. Completed at:
 - a. Admission into the program (within 30 days of CCBH intake date).
 - b. UM cycle or every 6 months (whichever occurs first).
 - c. Discharge (within 7 days from date of closing assignment).
4. Data must be entered into CYF mHOMS database:
 - a. Initial CANS must be entered within 30 days of CCBH intake date.
 - b. UM cycle or 6 month CANS must be entered prior to new UM cycle.
 - c. Discharge CANS must be entered within 7 days from CCBH discharge date.

DOCUMENTATION STANDARDS:

1. For each Domain Item, a rating of 0-3 must be determined, along with the corresponding documentation in the BHA for ratings of a '2' or '3' on the initial or reassessments and documentation in the Discharge Summary for the discharge assessment.
2. Clinicians must receive annual certification to administer the tool by completing an on-line training course and passing a post test. The training can be accessed through the RIHS website: <https://theacademy.sdsu.edu/programs/rihs/cyf-outcomes/>
3. For questions about data entry contact CASRC:
 - a. cyfmhoms@ucsd.edu
 - b. 858-966-7703 ext 243604
4. Medication only cases are exempt from completing the CANS.
5. Reports from CYF mHOMS database should be reviewed by clinician with supervisor and shared as appropriate (CFT meetings, CWS, Probation).
6. High need items (rated a '2' or '3') should be discussed with the client/family to inform and develop treatment goals.
7. Use the SD-CANS when completing UM to determine/identify eligibility criteria for additional services.

* As a reminder for Children and Youth involved with Child Welfare Services (CWS), BHS providers are required to ensure that there is one current working CANS. CANS results obtained by BHS from CWS should inform the completion or updates to the CANS completed by the BHS provider.

Note: Please see CANS Sharing Confirmation Sheet for additional information