

Behavioral Health Services (BHS) – Contractor Information Notice

To:	BHS Contracted Mental Health Service Providers
From:	BHS Children, Youth and Families
Date:	June 15, 2023
Title	CANS Sharing Confirmation Form Retirement - Effective July 1, 2023

Background

In July 2018, the California Department of Health Care Services (DHCS) disseminated an All County Letter (ACL) [No. 18-85](#) mandating that the Child and Adolescent Needs and Strengths (CANS) assessments be shared between County agencies that offer placement services, including Child Welfare Services (CWS), Probation, and Mental Health Plans (MHPs). The ACL identifies parameters around sharing specific CANS items. When an Authorization to Disclose Protected Health Information (including the 04-24A; 04-29) is in place, the process allows for providers to release the full CANS to the placing agency.

CANS Sharing Confirmation Form Retirement

In 2019, the County of San Diego Behavioral Health Services (BHS) created the CANS Sharing Confirmation Form as part of the Client Plan to verify that a discussion about the CANS results occurred with the client and family, which may have included offering a copy of the completed CANS, CANS Assessment Summary report, and/or the CANS Family Letter. With the launch of CalAIM, documentation expectations shifted, and a Client Plan is not routinely required. This presented an opportunity to review local processes and examine simplification of workflow.

Effective July 1, 2023, the CANS Sharing Confirmation Form will be retired with the expectation that the sharing of CANS results remains a priority as is mandated by DHCS. Sharing the results with families and system partners during Child and Family Team (CFT) meetings is integral to support collaborative communication when identifying client and family’s needs and strengths. The system expectation is to communicate as much as clinically appropriate when reviewing the CANS results.

Attachments

CANS Sharing Confirmation Form - Retired 06.30.2023

CANS Sharing Confirmation Explanation Sheet – Retired 06.30.2023

For More Information:

- Contact your Contracting Officer’s Representative (COR)

**County of San Diego Behavioral Health Services
CANS Sharing Confirmation**

Client:

Case #:

Program:

To be completed for Children and Youth up to age 21:

1. CANS Assessment information was incorporated in the Client Plan
 Yes No If no, please explain:

2. The following approach was utilized to review assessment or reassessment impressions with the family (minimum one option):
 - A. CANS Family Letter was discussed with
 Child/Youth on Parent/Caregiver on
 - B. CANS Assessment Tool was discussed with
 Child/Youth on Parent/Caregiver on
 Discussion occurred in CFT meeting dated
 - C. CANS Assessment Summary Form was discussed with
 Child/Youth on Parent/Caregiver on
 - D. Assessment/Reassessment impressions were discussed with
 Child/Youth on Parent/Caregiver on
 - E. Assessment/Reassessment impressions were not discussed with
 Child/Youth due to:
 Parent/Caregiver:

3. Client is a dependent/ward Yes No
If yes, CANS form was provided to:
 PSW on
 Probation Officer on
 Not provided due to:

County of San Diego
Health and Human Services Agency
Mental Health Services
CANS Sharing Confirmation Form Fill

Client:
Case #:
Program:

County of San Diego Mental Health Plan
**CHILD AND ADOLESCENT NEEDS AND
CANS Sharing Confirmation in Client Plan**

2019

COMPLETED BY:

1. Licensed/Waivered Psychologist
2. Licensed/Registered/Waivered Clinicians
3. Licensed/Registered Professional Clinical Counselor
4. Physician (MD or DO)
5. Nurse Practitioner

COMPLIANCE REQUIREMENTS:

1. CANS certified clinical staff shall discuss assessment impressions with youth (over 12 yrs.) and caregiver(s) upon each completion of the SD-CANS assessment tool.
2. CANS assessment tool is completed at admission; UM cycle or every 6 months (whichever occurs first) and discharge.
3. CANS certified clinical staff shall share the CANS results with placing agency(ies) (Child Welfare Services or Probation) when client is a dependent or ward.

DOCUMENTATION STANDARDS:

1. Clinician shall document in the Client Plan on CANS Sharing Confirmation page the date and manner in which assessment/reassessment impressions were discussed with youth and family/caregivers.
2. The following items must be completed on the CANS Sharing Confirmation page in the Client Plan:
 - A. Confirm CANS Assessment information was incorporated in the Client Plan
 - B. Select the method of sharing CANS results with family (at minimum, one option must be selected):
 - a) Sharing CANS Family Letter
 - b) Sharing CANS assessment tool /results; indicate if it occurred as part of CFT meeting
 - c) Sharing CANS Assessment Summary (mHOMS report) discussion
 - d) Assessment / Reassessment impressions discussion
 - e) Reason for not discussing the Assessment/Reassessment impressions
3. Indicate if child/youth has involvement with CWS or Probation. CANS results must be provided to CWS or probation if client is dependent or ward which should be noted and dated.
4. CANS Sharing Confirmation page can be completed as a stand-alone assessment if verification of CANS sharing is not confirmed at the time of final approving the Client Plan.

* For children/youth involved in Child Welfare Services (CWS), the California Department of Health Care Services (DHCS) disseminated an All County Letter (ACL) No. 18-85 mandating that the CANS assessments be shared between County placing agencies and Mental Health Plans (MHPs). The ACL identifies parameters around sharing specific CANS items. When an Authorization to Disclose Protected Health Information (including the 04-24A; 04-29) is in place, our local process allows for the providers to release the full CANS to the placing agency

Note: Please see CANS Explanation Sheet for additional information.