

CPMS¹ Messenger



A timely newsletter for those completing the CPMS forms

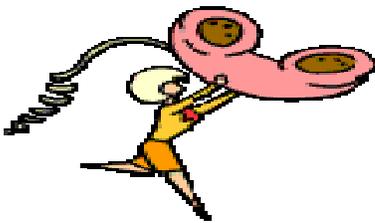
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**Questions?
Problems?
Just give us a call**

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From the Data Team!



This month I would like to discuss common made mistakes and behavior that has a big impact on our data team.

The majority of Providers use our E-form for A&D and Mental Health. These systems have built-in edits to prevent errors. But as you all might well know, no system is fool-proof. The Data Team still has to deal with quite a large number of corrections. In order to make these corrections we often need your help to clarify these issues. When you are contacted by a member of our Team by phone, e-mail or fax, **please reply promptly**. I know we all live busy lives and have a lot on our plate, but your help is important. The more you can do to help improve the data you submit the better insight we have in the treatment world.

Even though you all have been submitting data electronically since July 2009, there are still a few things to be aware of.

You have the power to edit any client record in your system, but as soon as it is exported it is set in stone in your system. When a person **returns** to your facility for a new episode of treatment, start a new enrollment for that client creating a **new record with the client's case number**. Remember, you are required to send your data on time: Enrollments within 7 days and Terminations within 30. So do your **export once a week** and everything will be in on time.

If you are a mental health provider using our MH E-form remember that **episodes enrolled in the E-form have to be closed by clicking on the Edit/Term dropdown arrow and then clicking on Termination**.



Do not use "Termination Only" to close a client. This option was created by special request 12 years ago and should no longer be used.



Another issue we run into on a regular basis is when the box for the **Birth name** is filled with "same", "unknown" or "none". These are all incorrect values. It should be the **Maiden name** for females or **Last name** usually for males unless the person was adopted at a younger age.

¹ Client Process Monitoring System (data system for mental health and chemical dependency treatment services).

Kudos!

We use the Messenger often to point out things that are not going well. Not in this section. We would like to give words of appreciation to all of you who work hard and try their best to accommodate us in our quest for good clean data.

SPECIAL KUDO'S



I would very much like to recognize Ruthie Stempel for doing a great job cleaning up the Out Patient Family Friends/Family Solutions MMR's over the last 8 months or so. Great job Ruthie!

Thanks from Sam
Goddard Family Solutions
Day Treatment

A special thanks from Cecilia Labi to Maria Kunz at Salem Valley Mental Health for sending their data issue responses in a timely matter.

SUCCESS!

Another provider has successfully joined the OWITS world and closed out of CPMS. **Clear Paths** now no longer has to worry about sending the data in correct and on time and participate in back and forth communication about corrections that need to be made in the CPMS data.

I HAVE A QUESTION



Q: Can clients be opened for services under more than one provider at the same time?

A: Clients can be open in more than one provider at the same time if those two providers are providing different services. For example, a client may be receiving outpatient services, and at the same time experience a crisis episode. The crisis service would be reported under a different provider number. Or to be sure, you can always check the manual on dual enrollments.



Q: We have children simultaneously getting medical and MH services at the same time - can they be enrolled in MH services if they also get medical services?

A: Yes, they can be enrolled in CPMS while they are also receiving medical services.

Q: We have had clients offended by the "old-fashioned" codes for employment and race/ethnicity. We would like to see these codes changed.

A: Thank you for the suggestion. We will make a note and see if we can modify these codes. Please keep in mind that we are required to adhere to federal rules and regulations.



Q: How long can we leave a youth client in our youth service provider number and what would be the termination code for administratively moving a youth into adult services?

A: When a youth enrolled in your youth provider number on CPMS turns 18 years old during treatment, you can keep this client in this youth program until their services are completed.



Q: We have situations where we need to cut back on caseloads, but some of the clients we are going to cut don't want to end services. What is the most accurate termination type (box 48) code to use for these?

A: Termination Type Code 70 – Client Placed in Recovery Support Services is used for clients that are no longer in active treatment, but are still seen once or twice a year (this code is only valid for Mental Health). Active treatment is defined as having a treatment contact once every 90 days for Mental Health and once every 30 days for addiction treatment.



Thank you for taking the time to read through this newsletter. If you have ideas or questions you want addressed in future newsletters, please let me know. – Piet Vermeer, Senior Systems Analyst, AMH, 503-945-5960 or piet.j.vermeer@state.or.us