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TO: Executive Directors
QMOT Members

FROM: Donna Hillman
Director
Division of Mental Health & Substance Abuse

DATE: August 21, 2007

SUBJECT: Youth Services Survey – Families Version (YSS-F) – Clarification of Expectations

I am writing this memo to clarify the Department's expectations for administering the Youth Services Survey – Families version (YSS-F). This survey is a requirement for state mental health authorities through receipt of federal mental health block grant funds. This requirement is related to a specific National Outcome Measure (NOM #1: Client Perception of Care) and URS Table 11: Summary Profile of Client Evaluation of Care. As many of you are aware, several new NOMS related to criminal justice involvement (NOM #6), improved functioning (NOM #8) and increased social supports/social connectedness (NOM#9) have been added to the general "perception of care" items included in the original 28 item survey. As there is now an expectation that states collect this information in the coming year, the Department has decided to measure these items through adding new questions to the Youth Services Survey – Families version (YSS-F). Based on consensus reached at the most recent QMOT meeting (6/28/07), criminal justice involvement (arrest information) will not be collected through the YSS-F survey. It is however decided that an additional 8 items recommended by NASMHPD / NRI for collecting functioning and social connectedness data will be added to address these NOMs.

Attachment D for the SFY 08 contract has been revised to reflect this change and to include additional items needed to conform to the new NOMs requirements. What follows is detail regarding our expectations for the current as well as the next fiscal year.

SFY2007

- ❖ Population: parents or family members of youth under age 18 with a mental health diagnosis (not just children having SED)
- ❖ Sample Method & Size: may use a convenience method and a 95% confidence interval
- ❖ Form: a form containing the standard YSS-F questions
- ❖ Report Format: Table 11 from URS Tables
- ❖ Due Date for Report: September 1, 2007

SFY2008

- ❖ Population: parents or family members of youth under age 18 with a mental health diagnosis (not just children having SED)
- ❖ Sample Method & Size: may use a convenience method and a 95% confidence interval
- ❖ Time of Year: Survey will be conducted annually during March/April.
- ❖ Form: a form containing the standard YSS-F questions **plus** 8 additional questions (to measure functioning and social connectedness)
- ❖ Report Format: Table 11 from URS Tables
- ❖ Due Date for Report: September 1, 2008

For either year, CMHCs have the option of completing the survey and processing of the data using their own forms and processes or ordering forms from the Department which can be scanned and reports generated by RDMC. For SFY 2008, CMHCs are strongly encouraged to use Department provided forms and support provided by RDMC to scan, analyze and generate reports. The Department will work with RDMC to provide Center specific reports that will be in an Excel or similar format so that Centers may analyze their own data. It is anticipated that forms will be available and software program developed by October 1, 2007 at the latest.

If you have any questions please contact Hope Barrett (hope.barrett@ky.us) or Lou Kurtz (louis.kurtz@ky.gov). You may also phone them at 502-564-4860 (Hope) or 502-564-4456 (Lou). Hope and Lou are available to discuss your plan for meeting these requirements.