

**DBHDID Outcome Information System Requirements  
Community Mental Health Centers (CMHC)**

**SFY 2021**

**Adult Measures (Mental Health/Substance Use)**

Instrument	Population	Data Pathway		
		Administration	Frequency	Routing
<b>Data Tracking Tool (DTT)</b>	Adults having SMI that qualify for being served under the Second Amended Settlement Agreement	InReach Staff, ACT Staff and other account-holders access the DTT secure site where referrals are managed. Referrals are assigned to the CMHC whose catchment area cover the location of the persons referred.	Referrals should be updated at least every 30 days with any existing new information. Referrals that are “transition completed” must be maintained for one (1) year following the transition, including maintaining accurate housing type information during the year.	For each referral, information is entered into the DTT.  Contact: Hope Beatty <a href="mailto:HopeB.Beatty@ky.gov">HopeB.Beatty@ky.gov</a>
<b>Prevention Data System (PDS)</b>	Regional Prevention Center (RPC) Work Plans and completed activities are required to be entered into the PDS within 30 days of the event/activity date.	RPC staff account-holders access the PDS to maintain updated and complete reporting on all Work Plan and completed activities related to the RPC.	Annual Work Plans are to be entered into the PDS according to the approved Annual Plan & Budget Submission due date.  Completed activities are required to be entered into the PDS within 30 days of the event/activity date.	Contact: Patti Clark <a href="mailto:Patti.Clark@ky.gov">Patti.Clark@ky.gov</a>

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<p><b>MHSIP – Adult consumer Satisfaction Survey</b></p> <p>(28-item scale including functioning and social connectedness questions)</p> <p>Technical Assistance Contact: Hope Beatty <a href="mailto:HopeB.Beatty@ky.gov">HopeB.Beatty@ky.gov</a> 502.782.6147</p>	<p>A sample of adults with mental health diagnoses who have been served by the CMHC.</p>	<p>Use the standardized methodology and sampling technique, which includes the use of an online survey. If preferred, paper surveys may be used and entered into the online survey link prior to COB, August 31.</p> <p>The actual survey questions and their domains are described in the MHSIP/YSSF Technical Guide. Contact Hope Beatty for the Guide. <a href="mailto:HopeB.Beatty@ky.gov">(HopeB.Beatty@ky.gov)</a></p>	<p><b>Annually:</b> Surveys are to be conducted between March 1 – August 31. All surveys (both paper and online) are to be entered into the online survey link before COB, August 31.</p>	<p>Online Survey web-links that are specific to each CMHC will be supplied by DBHDID or IPOP. Centers should confirm that all Site Codes are updated with IPOP prior to assignment of the online survey links.</p> <p>Contact at IPOP: Greg Coulter <a href="mailto:Jgcoul2@uky.edu">Jgcoul2@uky.edu</a></p>
<p><b>Kentucky Treatment Outcome Study (KTOS)</b></p> <p>Technical Assistance (program): Maggie Schroeder <a href="mailto:Maggie.Schroeder@ky.gov">Maggie.Schroeder@ky.gov</a> 502.782.6188</p>	<p>Adults who have received outpatient or residential substance use services for Substance Use.</p>	<p><b>Initial</b> Outpatient or residential staff persons</p> <p><b>Second:</b> UK CDAR staff</p>	<p><b>Initial Outpatient:</b> Within first three (3) treatment sessions that are used for assessment &amp; treatment planning.</p> <p><b>Initial Residential:</b> Within first three (3) days of admission.</p> <p><b>Second (both Outpatient &amp; Residential):</b> Twelve (12) months post-treatment if identified in random sample and if the adult voluntarily participates.</p>	<p>Information is entered into Client Information System and encrypted and synced to UK CDAR.</p> <p>UK CDAR does follow-ups with a random sample by telephone twelve (12) months after intake.</p>

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<p><b>KY Moms MATR</b> Detailed assessment of pregnant women: substance use, mental health, stress, physical health, partner/family issues, domestic violence</p> <p>Technical Assistance contact: Katie Stratton <a href="mailto:Katie.Stratton@ky.gov">Katie.Stratton@ky.gov</a> 502.782.6192</p>	<p>Pregnant women with a substance use diagnosis</p>	<p>Completed by KY Moms MATR Coordinator or case manager.</p>	<p><b>Baseline:</b> Within first three (3) visits</p>	<p>Information is entered into the Client Information System and is encrypted and synced to UK CDAR.</p> <p>The hard copies of the completed instruments and of narratives are available in the client chart.</p>
<p><b>Opiate Replacement Treatment Programs</b> Participation is required only from the Substance Abuse Prevention &amp; Treatment (SAPT) Narcotic Treatment Programs (NTPs).</p> <p>Tools include:</p> <ol style="list-style-type: none"> <li>Opiate Replacement Baseline (KORTOS)</li> <li>Opiate Replacement Follow-up: 6 month</li> </ol> <p>Technical Assistance Contact: Karla Thompson <a href="mailto:Karla.Thompson@ky.gov">Karla.Thompson@ky.gov</a> 502.782.6298</p>	<p>Adults with opiate dependence needing medical withdrawal management or maintenance, participating in a CMHC opiate replacement treatment program.</p>	<p><b>Initial:</b> Program staff persons</p> <p><b>Second:</b> UK CDAR Staff</p>	<p><b>Initial:</b> At intake/admission</p>	<p>Information is entered into the Client Information System and is encrypted and synced to UK CDAR.</p> <p>UK CDAR does follow-up with a random sample of clients in treatment at 6 months.</p>

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**DID Measures (Child or Adult)**

Instrument	Population	Data Pathway		
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<p><b>National Core Indicators (NCI) Pre-Survey Form</b> Forms available through UK HDI. <i>Note: Forms along with sample description will be distributed to the Centers. (Target date: August 30)</i></p> <p>Technical Assistance Contact: Arline Wilson <a href="mailto:awilson@uky.edu">awilson@uky.edu</a> 859.977.4050 x 222</p>	<p>Adults with I/DD who agree to participate in the interview project</p>	<p>Case Manager</p>	<p><b>Annually:</b> State General Fund demographics are generated by UK IPOP. Medicaid waiver demographics are generated by DIDD. Both sets are given to UK HDI by June 30 for them to generate a random sample.</p> <p>Forms shall be submitted to UK HDI no later than 90 days after the receipt of the forms.</p>	<p>Forms are submitted to: Arline Wilson 209 Mineral Industries Bldg. Lexington, KY 40506 <a href="mailto:awilson@uky.edu">awilson@uky.edu</a> 859.977.4050 x 222 or 859.608.0614</p>
<p><b>National Core Indicators (NCI) Staff Turnover Survey Form</b> <i>Note: Target date: August 30</i></p> <p>Technical Assistance Contact: Arline Wilson <a href="mailto:awilson@uky.edu">awilson@uky.edu</a> 859.977.4050 x 222</p>	<p>Direct support staff working with adults with I/DD receiving community based supports</p>	<p>Human Resources</p>	<p><b>Bi-Annually:</b> The survey is sent to all providers. It captures information about wages, benefits, and turnover of the direct care professional workforce, hired by providers.</p> <p>Providers receive the survey through an email invitation and are to submit the information online within 90 days of the invitation (November 30).</p>	<p>Forms are completed online</p>

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**Child/Adolescent Measures (Mental Health/Substance Use)**

Instrument	Population	Data Pathway		
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<p><b>IMPACT Outcomes Management System (IOMS)</b></p> <p><u>TOOLS INCLUDE:</u></p> <p><b>IMPACT Caregiver Surveys</b> Caregiver Baseline (ages 0 - 21) Caregiver Follow-Up (Ages 0 – 21)</p> <p><b>IMPACT Youth Surveys</b> Youth Self-Report Baseline Youth Self-Report Follow-Up</p> <p><b>CFOS Child/Youth Caregiver Surveys</b> Administrative Data Child/Youth Child Youth Caregiver Outcome Survey</p> <p><b>CFOS Child/Youth Surveys</b> Administrative Data Child/Youth Child/Youth Outcomes Survey</p> <p><b>CFOS Young Adult Surveys</b> Administrative Data Young Adult Young Adult Outcomes Survey</p>	<p>Children with SED who are receiving KY IMPACT High Fidelity Wraparound (HFW)</p>	<p>Assigned KY IMPACT HFW Facilitator. Some assistance from Facilitator’s supervisor possible, when needed.</p> <p>HFW Facilitator to enter the basic demographic information and complete the baseline survey within 30 days of first face-to-face contact with youth/family</p> <p>HFW Facilitator or other KY IMPACT Program staff will complete the Transfer or Exit (#5 at left)</p>	<p><b>Baseline:</b> HFW Facilitator to enter the basic demographic information and complete the baseline survey within 30 days of first face-to-face contact with youth/family</p> <p><b>Ongoing:</b> Six (6) months <u>from baseline and every six (6) months thereafter</u></p> <p><b>Final:</b> Complete the Transfer Request Form on the KY IMPACT HFW website when a child needs to be transferred from one facilitator to another within the same region. Complete the Exit Form when a child is being exited/discharged from KY IMPACT HFW or transferred to a different CMHC.</p>	<p>All data are to be entered at least weekly to the online system through UK IPOP.</p> <p>Refer to the UK IPOP IMPACT Outcomes Management System web site for further information about data collection or to review data reports or monitor data.</p> <p><a href="https://dbhdid.ky.gov/Login/Secure/Login.aspx?ReturnUrl=%2fLogin%2fSecure%2fLogin.aspx%3flo%3d1">https://dbhdid.ky.gov/Login/Secure/Login.aspx?ReturnUrl=%2fLogin%2fSecure%2fLogin.aspx%3flo%3d1</a></p>

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<p><b>Other Forms</b> Record Management Exit Survey Client Demographic Questions</p> <p>Technical Assistance Contact: Diane Gruen-Kidd <a href="mailto:Diane.Gruen-Kidd@ky.gov">Diane.Gruen-Kidd@ky.gov</a> 502.782.6165</p>				
<p><b>Kentucky Treatment Outcome Study (KTOS) – Adolescents</b></p> <p>Technical Assistance Contact: Michelle Kilgore <a href="mailto:Michelle.Kilgore@ky.gov">Michelle.Kilgore@ky.gov</a> 502.782.6174</p>	<p>Adolescents (under age 18) who have any substance use diagnosis and are receiving any outpatient or residential service</p>	<p><b>Initial:</b> Outpatient or residential staff persons</p> <p><b>Second:</b> UK CDAR Staff</p>	<p><b>Initial Outpatient:</b> Within first three (3) treatment sessions that are used for assessment &amp; treatment planning</p> <p><b>Initial Residential:</b> Within first three (3) days of admission</p> <p><b>Second (both Outpatient &amp; Residential):</b> Twelve (12) months post-treatment if identified in a random sample and if the youth voluntarily participates (this is completed by CDAR, not CMHC staff)</p>	<p>Baseline data are submitted to UK CDAR in electronic format.</p>

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<p><b>Youth Services Survey for Families (YSSF)</b> 28-item scale including functioning and social connectedness questions</p> <p>Technical Assistance Contact: Hope Beatty <a href="mailto:HopeB.Beatty@ky.gov">HopeB.Beatty@ky.gov</a> 502.782.6147</p>	<p>A sample of parents/caregivers of children who have been served by the CMHC</p>	<p>Use the standardized methodology and sampling technique, which includes the use of an online survey. If preferred, paper surveys may be used and entered into the online survey link prior to COB, August 31.</p> <p>The actual survey questions and their domains are described in the MHSIP/YSSF Technical Guide. Contact Hope Beatty for the Guide. (<a href="mailto:HopeB.Beatty@ky.gov">HopeB.Beatty@ky.gov</a>)</p>	<p><b>Annually:</b> Surveys are to be conducted between March 1 – August 31. All surveys (both paper and online) are to be entered into the online survey link before COB, August 31.</p>	<p>Online Survey web-links that are specific to each CMHC will be supplied by DBHDID or IPOP. Centers should confirm that all Site Codes are updated with IPOP prior to assignment of the online survey links.</p> <p>Contact at IPOP: Greg Coulter <a href="mailto:Jgcoul2@uky.edu">Jgcoul2@uky.edu</a></p>
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