

**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. Clinical staff administering the SD-CANS must be trained and certified.
2. Certified clinical staff will complete the measure for clients 6-21 years of age receiving services from a mental health provider.
3. Completed at:
  - a. Admission into the program (within the initial 30 days of assignment open).
  - b. Authorization/UM cycle or every 6 months (whichever occurs first)
  - c. Upon discharge (within 7 days from date of closing assignment).
4. Data must be entered into the **CYF mHOMS database**.

**DOCUMENTATION STANDARDS:**

1. For each category, a rating of 0-3 must be determined, along with documentation in the BHA for ratings of a '2' or '3'. This ensures that client needs and strengths are reflected in the BHA.
2. Clinicians must receive certification to administer the tool by completing an on-line training course and passing a post test. The training can be accessed through the BHETA website: <https://theacademy.sdsu.edu/programs/bheta/cyf-outcomes/>
3. To obtain the measure, manual, and cover sheet or ask questions about data entry, please contact CASRC:
  - a. [soce@casrc.org](mailto:soce@casrc.org)
  - b. 858-966-7703 ext 3604
  - c. <https://medschool.ucsd.edu/som/psychiatry/research/CASRC/resources/SOCE/Pages/CYFmHOMS-DES.aspx>
4. Every assessment must be completed and entered into the CYF mHOMS database in a timely manner (refer to compliance requirements for timelines).
5. Reports and graphs from CYF mHOMS should be reviewed and shared as appropriate (with client and family, CFT meetings, CWS)
6. Use the SD-CANS during the UM to determine if there is a continued service need
7. High need items (rated a '2' or '3') are jointly used with the client to develop treatment goals