

County of San Diego Mental Health Plan
**CHILD AND ADOLESCENT NEEDS AND
STRENGTHS (CANS) FAMILY LETTER**

2018

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 will offer CANS Family Letter with CANS results to caregiver(s) upon each completion of the CANS assessment.
2. CANS certified clinical staff will offer CANS Family Letter with CANS results to the child/youth (as appropriate considering age and developmental capability) upon each completion of the CANS assessment.
3. CANS assessments are completed at admission; UM cycle or every 6 months; discharge.

DOCUMENTATION STANDARDS:

1. Clinician shall document on the CANS Family Letter (page 2 of 2) the date the CANS Family Letter and CANS results were offered to the:
 - a. Child/Youth
 - b. Parent/Caregiver
 - c. Child Welfare
 - d. Probation
 - e. Date of CFT discussion
2. Offering of the CANS Family Letter shall be documented in a progress note.
3. Clinician shall document on the CANS Family Letter (page 2 of 2) the corresponding date for the progress note documenting offering the CANS Family Letter and CANS results to:
 - a. Child/Youth
 - b. Parent/Caregiver
 - c. Child Welfare
 - d. Probation
 - e. Date of CFT discussion

** Note: For children and 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.