County of San Diego Mental Health Plan

**Pediatric Symptom Checklist (PSC-35)**

**BHS**

**COMPLETED BY:**

1. Parent/caregiver (PSC) Pediatric Symptom Checklist
2. When no parent/guardian is available, any individual in a caretaking capacity (i.e. residential staff, social worker, relative, etc.) may complete the measure.

**COMPLIANCE REQUIREMENTS:**

1. PSC provided to caregivers of children and youth 3 -18 years of age. If PSC is completed for a youth who is 18 yrs. at start of treatment and turns 19 yrs. during the treatment episode, the PSC must still be completed at discharge (*if you start with a measure, end with it*).
	1. All questions should be completed for clients 6-18 years of age.
	2. Omit questions 5, 6, 17 & 18 when completing for clients 3-5 years of age. SmartCare does not require these questions to be completed for clients ages 3-5 years of age.

1. PSC –Downtime forms in Arabic, Spanish, Farsi, Tagalog and Vietnamese are located on: Optum Website> UCRM Tab. The English version of the PSC downtime form is located on the CalMHSA Website at <https://2023.calmhsa.org/smartcare-downtime-forms/>
	1. The downtime forms have the same base questions, but providers will need to address the following items that are available in the SmartCare PSC but missing from the downtime forms:
		1. There is one version of the PSC in SmartCare. You will need to select Yes or No for question “Does client have a parent/caregiver available”. If Yes, then you will need to select the Caregiver Type. If using the PSC Downtime forms, you will select the correct radio button for “Person filling out form”.
		2. SmartCare PSC includes an open text box for “If reason for assessment is Major Life Event: Describe. PSC Downtime forms do not have this question so it will need to be addressed if completing the downtime forms.
		3. SmartCare PSC has additional questions of “Does your child have any emotional or behavioral problems for which she or he needs help? Yes or No. “Are there any services that you would like your child to receive for these problems?” Yes or No and then an open text box to add what services. PSC Downtime forms do not have these additional questions so these will also need to be addressed if completing the downtime forms.
2. Completed at:
	1. Admission into the program (within 30 days of SmartCare intake date).
	2. UM cycle or every 6 months (whichever occurs first)
	3. Discharge
3. Data must be entered into SmartCare Electronic Health Record:
4. Initial PSC must be entered within 30 days of intake date
5. UM cycle and/or the 6 month PSC assessment must be entered prior to new UM cycle
6. Discharge PSC must be entered within 7 days from discharge date
7. For youth in multiple programs, PSC is streamlined in SmartCare so that only one set of assessments are due for each youth. Instead of each program completing its own PSC, providers will collaborate to determine the best provider to perform the PSC.
* *Please note: If the PSC was completed within 60 days from the discharge date, a discharge PSC does not need to be administered. The prior PSC will be accepted as the discharge measure.*
* *The Administrative Close reason for assessment can be used when a client has not been met with in 2 months or has completed the outcomes less than 60 days from D/C date.*

**DOCUMENTATION STANDARDS:**

1. PSC is to be completed in SmartCare EHR. PSC Downtime forms should be scanned/uploaded to SmartCare EHR and filed in the hybrid chart.
2. If score is above the clinical cutoff, document in progress note and ensure interventions in the care planning will address the need.
3. PSC data should be reviewed and shared with the client to monitor progress.
4. Medication only cases are exempt from completing PSC
5. For questions about PSC completion in SmartCare visit the CalMHSA Website at <https://2023.calmhsa.org/>