



DEPARTMENT OF ALCOHOL and DRUG PROGRAMS

Program Services Division

California Outcomes Measurement System (CalOMS)

TREATMENT DATA COMPLIANCE STANDARDS

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California Outcomes Measurement System (CalOMS) Treatment Data Compliance Standards

The Department of Alcohol and Drug Programs (ADP) has established the following data compliance standards for the California Outcomes Measurement System (CalOMS). These data standards are intended to provide counties and the provider community with clear direction on submitting complete and accurate CalOMS data in a timely manner.

Compliance with these data standards will help ADP more effectively achieve the CalOMS data collection and outcomes measurement objectives, including:

- Effectively manage and improve the provision of treatment services provided to AOD clients at the State, county and provider levels.
- Meet federal and State reporting requirements, including reporting obligations to other State agencies.
- Report to the Administration, Legislature, federal government, county boards of supervisors, provider boards of directors and other third-party payers information regarding the effectiveness of AOD programs in California.

Timeliness

Standard: Counties and direct providers shall submit CalOMS treatment data to ADP as soon as possible but not later than 45 days after the end of the report month.

ADP expects counties and direct providers to submit their monthly electronic CalOMS treatment data as soon as it is available, either during or after the end of the report month (i.e., the calendar month in which the admissions, discharges, or annual updates occur). Counties and direct providers may submit their CalOMS treatment data in one or more batch files, as frequently as best fits their business processes.

Standard: Counties and direct providers shall correct data errors identified by ADP and resubmit corrected CalOMS treatment data to ADP as soon as possible but not later than 75 days after the end of the original report month.

Standard: Annually, not more than five percent (5%) of individual admission reports and ten percent 10%) of individual discharge reports shall be submitted from months prior to the current report month.

Completeness

Standard: Counties shall account for all (100 percent) of their treatment providers in their monthly CalOMS treatment batch file.

ADP will measure county and direct provider completeness of reporting. Counties shall account for all (100 percent) of their treatment providers, including providers with transaction records, (e.g. admissions, discharges, or annual updates) as well as providers that show no activity.

Standard: All providers shall submit CalOMS data for all admissions, discharges, or annual updates every month.

All providers must report each month. If a provider has no reportable CalOMS activity, the provider must report "No Activity" as defined in the CalOMS Input Data File Instructions and the CalOMS Data Dictionary.

Standard: Counties and direct providers shall submit CalOMS treatment data that contains valid entries in every field of every record.

Every data field in every CalOMS record is important. Failure to successfully answer any CalOMS data requirement will result in a fatal record error that will be reported to the county or direct provider for correction and resubmission. Discharge records for which there is not a current or previously submitted admission record will be rejected.

A ratio of discharge to admission data will be established for each county and direct provider. ADP will monitor these percentages on a quarterly basis to determine if they are within the historical average. A percentage of the annual average of data records submissions will be established for each county and direct provider. ADP will monitor these percentages on a quarterly basis to determine if they are within the historical average.

Data Accuracy

Standard: The rate of fatal record errors detected shall not exceed five percent (5%) for each CalOMS treatment data batch file submitted.

ADP will be conducting ongoing monitoring of data submission through automated processes and producing automated reports. After each county's and direct provider's monthly submission, ADP will generate detail and summary compliance reports and send them to the counties and direct providers. Detailed reports will show errors at the individual record level. After receiving an error report, counties and direct providers shall correct all records that had fatal errors and return them to ADP according to the timeliness standard described above.