

**California Department of Mental Health
Client and Services Information System (CSI)
CSI County Submission Status Report**

CSI System Description:

The Department of Mental Health's (DMH) Client and Services Information (CSI) System is the central repository for data pertaining to individuals who are the recipients of mental health services provided at the county level. The data is processed and stored on a secure server at the DMH Headquarters. The fifty-eight county mental health plans (MHPs) are required to send a CSI submission file to DMH monthly. The CSI system includes Client, Service, and Periodic client records.

- **Client** records are uniquely identified by the CLIENT KEY, which is composed of the Submitting County Code and the County Client Number (CCN).
- **Service** records are uniquely identified by the combination of the CLIENT KEY and a Record Reference Number (RRN), which must be unique and must remain the same over time.
- **Periodic** records are uniquely identified by the combination of the CLIENT KEY and the Date Completed.

The CSI system includes both Medi-Cal and non-Medi-Cal recipients of mental health services provided by County/City/Mental Health Plan program providers. Mental Health Program providers include legal entities that are reported to the County Cost Report under the category Treatment Program, and individual and group practitioners, most of which were formerly included in the Medi-Cal "Fee-For-Service" system.

CSI County Submission Status Report:

A monthly update of each county's CSI Submission Status is issued by the Data Management and Analysis Section. In the report each county's CSI reporting status is displayed using color coded bars (Green, Orange, Red) to show the most current date of submitted data and the degree to which reporting frequency meets the 60 day reporting deadline that is set in County Performance Contracts.

While the coding reflects how current the county is with respect to the 60 day reporting requirement, it does not show completeness or accuracy of the data. Some counties that are depicted in Green are actually missing substantial quantities of data and/or contain data that is not correct. The DMH is examining a number of initiatives to improve data reporting timeliness and accuracy.

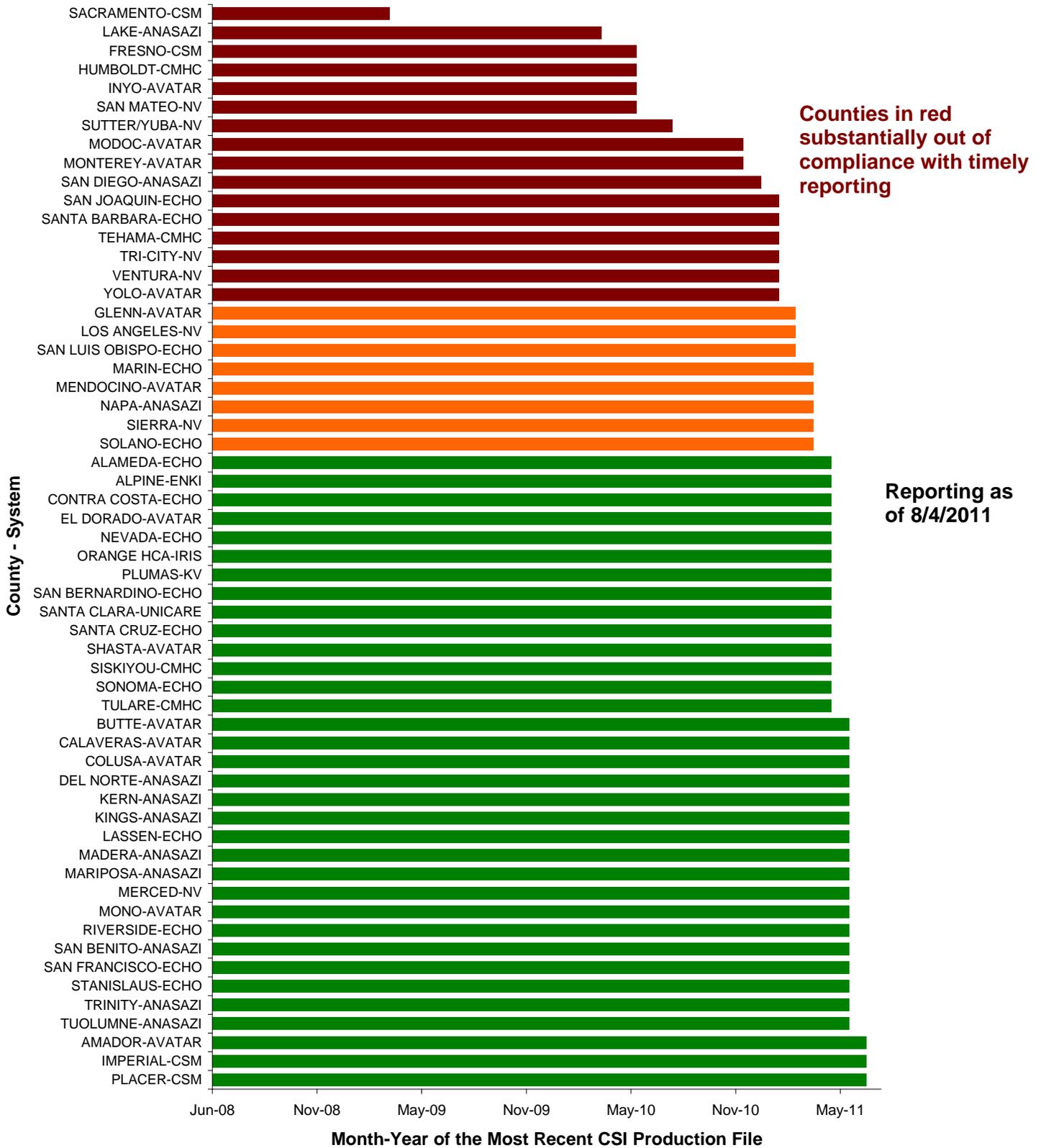
Reasons for counties to fall behind in data reporting include:

- Rollout of new or modified vendor reporting systems
- Testing required to pass basic data quality intake edits, often necessitated by changes to county or state reporting systems
- Incomplete county provider and/or case manager reporting
- Low priority within county
- County staff limitations

CSI Strengths:

- Most complete report of California county mental health services
- Allows DMH to respond to federal reporting requirements
- Source of client demographic information
- Provides data for academic research and analyses

CSI REPORTING BY COUNTY



ANASAZI=ANASAZI, CMHC=Comm. Mental Health Center, CSM=Creative Socio-Medics, ECHO=ECHO Mgmt. Group, ENKI=ENKI, IRIS=Integrated Records Information System, KV=KingsView, NV=No Vendor, UNI/CARE=UNI/CARE

- At least 3 months behind the 60-day CSI reporting requirement
- 1 to 2 months behind the 60-day CSI reporting requirement
- Within the 60-day CSI reporting requirement

Coding reflects a county's status for the 60 day reporting requirement and not the completeness or accurateness of the data. Some counties depicted in Green are missing substantial quantities of data and/or contain incorrect data. DMH is considering initiatives to improve data reporting timeliness and accuracy.