



DATE: July 11, 2023

Behavioral Health Information Notice No: 23-031

TO: California Alliance of Child and Family Services
California Association for Alcohol/Drug Educators
California Association of Alcohol & Drug Program Executives, Inc.
California Association of DUI Treatment Programs
California Association of Social Rehabilitation Agencies
California Consortium of Addiction Programs and Professional
California Council of Community Behavioral Health Agencies
California Hospital Association
California Opioid Maintenance Providers
California State Association of Counties
Coalition of Alcohol and Drug Associations
County Behavioral Health Directors
County Behavioral Health Directors Association of California
County Drug & Alcohol Administrators

SUBJECT: Behavioral Health Information System (BHIS) Functional Assessment Screening Tools (FAST) Business Rule revisions

PURPOSE: To notify Mental Health Plans (MHPs) of the removal of time constraints for submission of the Pediatric Symptom Checklist (PSC-35) and the Child and Adolescent Needs and Strengths (CANS) assessment data

REFERENCE: Mental Health and Substance Use Disorder Services (MHSUDS) Information Notice (IN) Nos.: [17-052](#) and [18-048](#)

BACKGROUND:

On November 14, 2017, DHCS issued [MHSUDS IN No. 17-052](#) introducing the Early and Periodic Screening, Diagnostic, and Treatment–Specialty Mental Health Services (SMHS) Performance Outcomes System, PSC-35 and CANS-50 as the functional assessment screening tools for children and youth. This IN included requirements for functional assessment tools to be completed at the beginning of treatment, every six months following the first administration, and at the end of treatment.

These timeframes remain in effect and are not changed by the changes to data submission timeframes described in this Behavioral Health Information Notice (BHIN). Data submission timeframes were introduced in [MHSUDS IN No.18-048](#) which requires data to be submitted on a monthly basis.



POLICY:
Business Rule Removal of Submission Timeframes

MHPs have expressed concern about receiving a Fatal Error message when trying to submit CANS and PSC-35 data to the BHIS platform outside of the Business Rule requirement timelines. The BHIS Business Rule document provides information to DHCS technical team members and contractors along with the procedures for handling data. A Fatal Error message indicates an invalid entry was made into the BHIS.

The BHIS FAST Business Rules timeframe window allowed an ASSESS_DT to be submitted 2 months before the 6-month assessment date and up to 2 months after a 6-month assessment date. An ASSESS_DT entry into the BHIS outside of the business rule timeframe window resulted in the Fatal Error message. The inability to submit a late reassessment also restricted the submission of future assessments. This issue has limited the amount of FAST data successfully submitted to DHCS. DHCS has therefore removed the timeframe window to allow Counties to upload all assessment data which were previously rejected.

Accordingly, MHP shall begin submitting all outstanding assessments (Initial, Reassessment, Discharge, etc.) dating back to their county specific implementation date. All past submissions **must be submitted to DHCS no later than May 1, 2024**.

Please note current assessment data is still required to be submitted monthly. These timeframes remain in effect and are not changed by the changes to data submission timeframes described in this BHIN.

The Functional Assessment Business Rules located on the BHIS platform should be reviewed for information pertaining to data formatting and validation. County technical staff and vendors may use this document to understand how DHCS will process the data that the counties submit, which will help ensure data integrity, limit errors, and prevent the need for data resubmission.

Counties must ensure that they are using the most current version of the Data Dictionaries for both the PSC-35 and the CANS-50. The updated versions are located on the BHIS platform.

If you have any questions regarding this BHIN, please contact the DHCS Performance Outcomes System Unit at cmhpos@dhcs.ca.gov.

Sincerely,

Original signed by

Tyler Sadwith
Deputy Director
Behavioral Health