

Viewing a CANS Assessment & Creating a QRTP Record



Knowledge Base Article

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Viewing a CANS Assessment & Creating a QRTP Record

Overview

The Ohio Department of Medicaid's CANS IT system is where the Child and Adolescent Needs and Strengths (CANS) Assessments and the corresponding Decision Support Models (DSM) are recorded. This assessment is required for any child in agency custody when placed in a residential facility.

The CANS IT system will now interface with Ohio SACWIS in a real-time integration which allows users to request any available assessments. Prior to this functionality implementation, Title IV-E agencies obtained a paper copy of the CANS Assessment from a certified assessor and entered pieces of the information into Ohio SACWIS for the agency to be able to claim Federal reimbursement for youth placed in a Qualified Residential Treatment Program (QRTP). By Ohio SACWIS receiving the CANS Assessments, Title IV-E Agencies may have quicker faster access to information and data entry may be reduced.

Important: To utilize the Ohio SACWIS – CANS IT interface, the youth must be in agency custody as reflected in their Ohio SACWIS legal status and have a Medicaid ID in their person profile which matches the Medicaid ID as documented in the CANS IT system.

Importing/Viewing a CANS Assessment

The interface with the CANS IT System is accessed and maintained on the Person record.

1. From the Ohio SACWIS home page, navigate to the Person Profile, either through the Case Members list or through a Person Search.
2. Click on the hyperlink for the child's name.

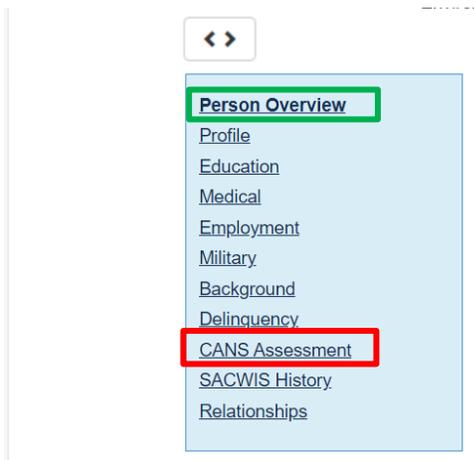
Warning: Changing the Case Reference Person will change the Case Name and Case Address

CRP	Person ID	Name	DOB	Age	Gender	Race	Hispanic/Latino	ICWA	Begin Date
931		FosterChild_Phinneas	01/01/2007	17	Male	Alaskan Native, Black/African American, White	No	None	02/16/2022

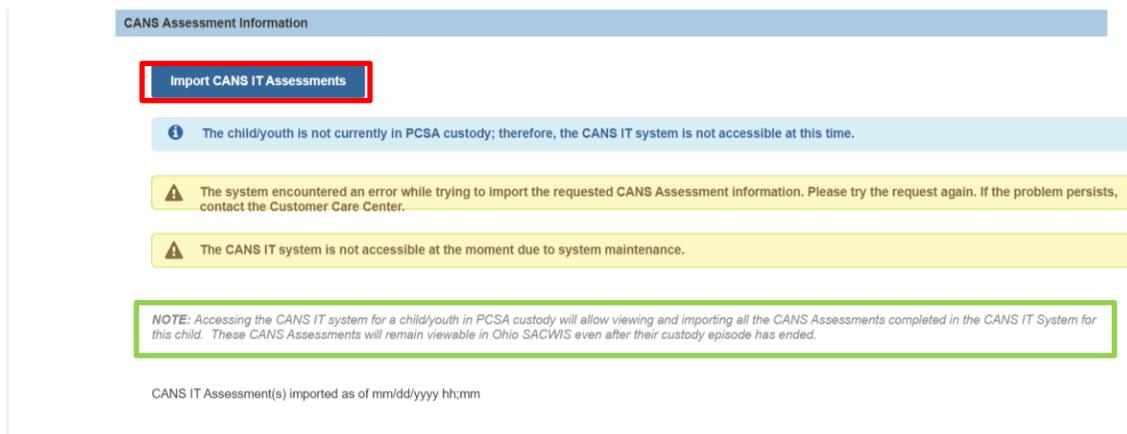
The **Person Overview** screen appears.

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3. Click **CANS Assessment(s)** link in the left-hand navigation pane.



The **CANS Assessment Information** screen appears. Users must 'call' the system to find any available assessments by selecting the **Import CANS IT Assessments** button.



The available assessments display, if available, from the CANS IT system.

4. Click **view** of the desired CANS record.

Please note the important security information listed on this page. The confidential and sensitive data found in a CANS record must not be used in any way except as outlined below:

Attention: By requesting data from the Ohio Department of Medicaid CANS-IT system, you are attesting to the fact that the youth is currently in the court ordered legal custody of the PCSA or Title IV-E Court. CANS-IT information is confidential and protected by State and Federal Law including 45 CFR Parts 162 and 164 (HIPAA) and 42 CFR Part 2. CANS-IT data may only be used for case management and care coordination of youth in the legal custody of the PCSA or Title IV-E Court. Per 42 CFR 2.13, information subject to 42 CFR Part 2 may not otherwise be disclosed or used in any civil, criminal, administrative, or legislative proceedings conducted by any federal, state, or local authority.

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CANS Assessment Information

Attention: By requesting data from the Ohio Department of Medicaid CANS-IT system, you are attesting to the fact that the youth is currently in the court ordered legal custody of the PCSA or Title IV-E Court. CANS-IT information is confidential and protected by State and Federal Law including 45 CFR Parts 162 and 164 (HIPAA) and 42 CFR Part 2. CANS-IT data may only be used for case management and care coordination of youth in the legal custody of the PCSA or Title IV-E Court. Per 42 CFR 2.13, information subject to 42 CFR Part 2 may not otherwise be disclosed or used in any civil, criminal, administrative, or legislative proceedings conducted by any federal, state, or local authority.

[Import CANS IT Assessments](#)

CANS IT Assessment(s) imported as of 06/26/2024 08:06:14 am
These CANS Assessments will remain viewable in Ohio SACWIS even after their custody episode has been terminated.

	Assessment ID	Date Assessment Submitted	Type of Request	Category/Type	Care Coordination Recommendation (Tier)	OhioRise Eligible
VIEW	a2:OC0000003gJ0YAI	03/27/2024	Routine	/ Brief		No
VIEW	a2:OC0000003gJ5YAI	03/27/2024	Routine	/ Comprehensive	Moderate	Yes
VIEW	a2:OC0000003gJFYAY	03/27/2024	Routine	/ Comprehensive		Yes

The **CANS Assessment Child Details** screen appears.

Note: The Assessment Domains will display dynamically. For instance, the **Transition Age Youth** Domain will not display for children under the age of 14. The **Early Childhood** Domain will only display if done for a child under the age of 5 and/or if the assessor chose to complete it.

CANS Assessment Domains <

- [Assessment Details](#)
- [Primary Caregiver\(s\) Resources & Needs](#)
- [Strengths and Life Functioning](#)
- [Behavioral & Emotional and Risk Behaviors](#)
- [Cultural Factors & Caregiver Information](#)
- [Cultural Factors & Caregiver Information](#)
- [Early Childhood](#)
- [Transition Age Youth](#)

Assessment Details

Child / Youth Information

Billerson-Dewitt, Billy / Male Age 10, DOB 08/22/2007
123 Somewhere St, Columbustown, Franklin County OH - 43210

Age at time of CANS Assessment	Date of CANS Assessment	Submitted Date Time
7	MM/DD/YYYY	12:30 PM

Race	Ethnicity	CANS Recipient ID	Grade
Not Provided	Not Provided	123456789	3

Agency Name:	Eligibility County	Ohio Benefits Case Number
Franklin Agency	Knox	987654321

Agency Name: Franklin Agency Eligibility County: Knox Ohio Benefits Case Number: 987654321

Assessment is Intended for QRTP: <yes / no> :

There is no possible community living arrangement for the youth that is willing and able to support the intensive community treatment (e.g., wraparound) for the youth given their current needs.

Youth was unsuccessful in intensive community treatment.

Youth is in custody of, or on parole with, the Department of Youth Services.

Additional Details:

Contrary to popular belief, Lorem Ipsum is not simply random text. It has roots in a piece of classical Latin literature from 45 BC, making it over 2000 years old. Richard McClintock, a Latin professor at Hampden-Sydney College in Virginia, looked up one of the more obscure Latin words, consectetur, from a Lorem Ipsum passage, and going through the cites of the word in classical literature, discovered the undoubtable source. Lorem Ipsum comes from sections 1.10.32 and 1.10.33 of "de Finibus Bonorum et Malorum" (The Extremes of Good and Evil) by Cicero, written in 45 BC. This book is a

No Caregiver Identified
True/False

[Previous Domain](#) [Next Domain](#) [Close](#)

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5. Click each of the CANS Assessment **Domains** from the left navigation pane OR the **Previous Domain / Next Domain** buttons to view the CANS Assessment document in its entirety.
6. Click **Close** when your review is complete.

The **CANS Assessment Information List** Screen appears.

Maintain Characteristics

Access to update Person Characteristics directly from within the CANS based on information gathered during the viewing of the document has been implemented. Beginning in the **Strengths and Life Functioning** section, the bottom of the screen will contain an area where new characteristics can be selected and added to the Person record.

Ohio SACWIS Person Characteristics

Maintain Characteristics

Available Characteristics: Add

- Adjustment Disorder
- Afraid of Sleeping in the Dark
- Afraid of the Dark
- AIDS
- Alcohol - Abuse
- Alcohol - Addiction/Dependence
- Alcohol - Involved

Selected Characteristics: Remove

Additional Information: This additional information recorded will display for all the selected characteristics.

ABC 4000

Failure to click Apply will result in loss of Person Characteristics information selected above

Current Ohio SACWIS Characteristics [update person](#)

DEVELOPMENTAL / INTELLECTUAL: None recorded	MEDICAL: None recorded
MENTAL HEALTH / SUBSTANCE ABUSE: None recorded	PRENATAL / BIRTH: None recorded
TRAITS / BEHAVIORS / FAMILY HISTORY: None recorded	

1. Select the desired Characteristics by highlighting them and clicking the **Add** button on the pusher box.

Ohio SACWIS Person Characteristics

Maintain Characteristics

Available Characteristics: Add

- Encopresis-Suits During the Day
- Encopresis-Suits During the Night
- Enuresis-Wets During the Day
- Enuresis-Wets During the Night
- Epilepsy
- Explosives, or Other Destructive Devices or Themes
- Failure to Thrive - Environmental

Selected Characteristics: Remove

- Adjustment Disorder
- Anxiety Disorder
- Energetic

Additional Information: This additional information recorded will display for all the selected characteristics.

ABC 4000

Failure to click Apply will result in loss of Person Characteristics information selected above

2. Once user selects the **Apply** button, the chosen characteristics are placed in the record:

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Current Ohio SACWIS Characteristics: [update person](#)

DEVELOPMENTAL / INTELLECTUAL: None recorded

MEDICAL: None recorded

MENTAL HEALTH / SUBSTANCE ABUSE: Adjustment Disorder, Anxiety Disorder

PRENATAL / BIRTH: None recorded

TRAITS / BEHAVIORS / FAMILY HISTORY: Energetic

- Following the [update person](#) link seen above, it will take users to the main Characteristics page of the Person Profile, filling in the record with the Observed method and begin date being the date of assessment:

Note: Person Characteristics may still be edited through the Person record as before. The system will not display end-dated characteristics, only those current and ones added while viewing the CANS record.

Basic Demographics Address Additional Characteristics Safety Hazard

Documented Person Characteristics

The Characteristics Test supports Federal Reporting by allowing the worker to record diagnoses of medical or mental health conditions and supports the recording of helpful information which may assist the worker when making placement decisions for a child.

A clinical assessment by a qualified medical or mental health professional has not yet been completed for this person.

A qualified professional has conducted a clinical assessment of this person and has determined this person has no clinically diagnosed conditions (Medical, Mental Health/Substance Abuse, Prenatal/Birth, or Developmental/Intellectual).

A qualified professional has conducted a medical exam or assessment of this person but the agency has not yet received the results.

Person Characteristics

Characteristic Type:

Characteristics: Add Characteristics

Created in Error Exclude Include

Characteristic	Category	Method	Begin Date	End Date
Adjustment Disorder	Mental Health/Substance Abuse	Observed	03/09/2024	
Anxiety Disorder	Mental Health/Substance Abuse	Observed	03/09/2024	
Energetic	Traits/Behaviors/Family History	Observed	03/09/2024	

No additional known or applicable characteristics are documented for this person.

Apply Save Cancel

CANS Assessment Functionality Tips

- Once the **Import CANS IT Assessments** button has been invoked for a specific youth, the system will prohibit you from re-selecting the button for 1 hour.
- Error messages as displayed below may appear when attempting to call the CANS IT system.
 - If no records exist for the youth in the system, the system will indicate, "No records were found" with an error message number.
 - If a current, non-end-dated custody record does not exist for the youth in Ohio SACWIS, the button will not be functional. Similarly, a Protective Supervision status will prohibit access as well.
 - If the connection between Ohio SACWIS and the CANS IT system is overloaded with requests, the second message below may appear.
 - System maintenance may be in progress, which will result in the third message.

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CANS Assessment Information

Import CANS IT Assessments

i The child/youth is not currently in PCSA custody; therefore, the CANS IT system is not accessible at this time.

! The system encountered an error while trying to import the requested CANS Assessment information. Please try the request again. If the problem persists, contact the Customer Care Center.

! The CANS IT system is not accessible at the moment due to system maintenance.

NOTE: Accessing the CANS IT system for a child/youth in PCSA custody will allow viewing and importing all the CANS Assessments completed in the CANS IT System for this child. These CANS Assessments will remain viewable in Ohio SACWIS even after their custody episode has ended.

CANS IT Assessment(s) imported as of mm/dd/yyyy hh:mm

e.

3. Users must re-select the Import CANS IT Assessments button to retrieve any new CANS Assessments completed for the youth since the last import.
 - a. If a CANS assessment(s) has been found for the child, the system will create a new record in the Assessment grid and display the message, “<x> number of CANS Assessments for the child have been imported.”
 - b. If a new or Created in Error CANS assessment has not been found, the system will display the message “There are no new CANS Assessments in the CANS IT System for this youth.”
4. Click the **Report** icon to the right of a CANS Assessment record to generate the corresponding report from Ohio SACWIS.

OhioRise Eligible	
No	
Yes	
Yes	

5. There is no requirement for assessments to be placed in the CANS IT system, and assessors may choose to complete them on paper or in an alternate system. Therefore, there may be no records returned when requested, despite the youth having been assessed for a QRTP.
6. In very rare circumstances, a CANS record may be marked as Created in Error by the assessor. In those instances, if a QRTP Record has been created (see section below), it will need to be redone to link a valid assessment.

Linking a CANS Assessment to create a QRTP Record

1. From the Ohio SACWIS home page, navigate to the **Case Overview** screen.

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4. Select a **Child Name** in the dropdown.
5. Click the **Manage CANS IT Assessment** button.

The **QRTP & CANS IT Assessments List** Page appears.

6. Select the desired CANS Assessment record.
7. Click the **Convert Into QRTP Assessment** Button.

QRTP Records

	QRTP Record ID	Tool	Date Completed	Recommendation
edit	65346	CANS-IT a2iOC0000003gQaYAI	03/28/2024	
edit	65345	Paper CANS Tool	06/01/2024	

CANS Assessments

Attention: Only CANS IT Assessments within the last 12 months are displayed here.
All the CANS IT Assessments for this child can be viewed from Person Profile.

Result(s) 1 to 3 of 3 / Page 1 of 1

	CANS Assessment ID	Date of Assessment	Type of Request	Category/Type	Care Coordination Recommendation (Tier)	OhioRise Eligible	Select / QRTP ID
view	a2iOC0000003gQaYAI	03/28/2024	Routine	/ Comprehensive		Yes	65346
view	a2iOC0000003gQYAY	03/28/2024	IP Psych	/		Yes	<input type="checkbox"/>
view	a2iOC0000003gQVYAY	03/28/2024	Routine	/ Brief	Intensive	Yes	<input checked="" type="checkbox"/>

[Convert Into QRTP Record](#)

[Close](#)

8. The following validation pop-up will appear:

sacwis-uat.jfs.ohio.gov says

The selected CANS IT Assessment record(s) will be converted into a QRTP Assessment record. Do you wish to continue?

[OK](#)

[Cancel](#)

9. Click **OK**.

A newly created record appears in the **QRTP Records** section, with a hyperlink to the CANS IT record beneath it.

QRTP Records

	QRTP Record ID	Tool	Date Completed	Recommendation
edit	65405	CANS-IT a2iOC00000003gQVYAY	03/28/2024	
edit	65346	CANS-IT a2iOC00000003gQaYAI	03/28/2024	
edit	65345	Paper CANS Tool	06/01/2024	

Viewing a CANS Assessment & Creating a QRTP Record

Important: The CANS Assessment has been linked to a **Draft QRTP Record**. Further action is required by the user to complete the work item.

Critical Next Step: Once the QRTP Record has been created via a linked CANS Assessment, a **QRTP Record Recommendation** must be recorded to facilitate reimbursability.

1. From the **QRTP Records** list page, select 'edit' next to the record which requires a recommendation.

QRTP Records				
	QRTP Record ID	Tool	Date Completed	Recommendation
edit	65405	CANS-IT a2iOC000003gQVYAY	03/28/2024	
edit	65346	CANS-IT a2iOC000003gQaYAI	03/28/2024	
edit	65345	Paper CANS Tool	06/01/2024	

The **QRTP Record Details** appear.

- The QRTP Record has been created with the **Child's Name**, the **Date Assessment Completed**, the **Name of the Tool**, the **Qualified Individual Completing Assessment** and the **Assessment Participants** filled out.
- The **Recommendation** has not been recorded.
 - The worker must record this recommendation value from the linked CANS Assessment to complete reimbursability, if applicable.
 - **Note:** A hyperlink to the linked CANS assessment has been added to the screens. User can quickly navigate to the assessment for reference.
- The system will mark the record in **Draft**.
- There are three (3) system derived statuses:
 - Draft:**
 - A recommendation value has not been recorded/saved.
 - The QRTP record can be deleted.
 - Relink:**
 - Can be marked as created in error.
 - System will remove the linked CANS Assessment ID
 - System will remove the recommendation value.
 - System will display a "Relink" badge.
 - Completed:**
 - A recommendation value has been recorded/saved.

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- Cannot be deleted.
- Can be marked as Created in Error.
- **Associated Placement Record is no longer a required field.**

From the **Recommendation** field, select *QRTP Placement Recommended* or *QRTP Placement Not Recommended*, then click **Save**.

Child Name: *

Date Assessment Completed: 12/13/2023

Associated Placement Record: Current - 12/19/2023

Name of Tool Used: CANS

CANS Assessment Id: [a2iOC0000003gQVYAY](#)

Qualified Individual Completing Assessment:

Assessment Participants

Name / ID	Association
	Caseworker
	Foster Parent
	Supervisor
	Caseworker

Recommendation:

QRTP Placement Recommended

QRTP Placement Not Recommended

Status: Draft Save Cancel

The Recommendation has been saved and the Reimbursability record is now complete.

Action Items / Case Alerts and Notifications

Users should see the following prompts within this functionality:

Situation	Action Item, Alert or Notification
A CANS record is converted into a QRTP Record	An alert will display on the case which states, "A CANS Assessment has been converted into a QRTP Record." with the date of conversion and the name of the logged-in user who completed this task.
A CANS record is converted into a QRTP Record and no Recommendation is recorded.	An alert on the case will indicate, "A CANS Assessment converted into a QRTP Record needs a Recommendation." with a hyperlink to the Person Name/ID.
A CANS record linked to a QRTP Record is marked as Created in Error.	An e-mail notification will be sent to all assigned workers informing them that a CANS Assessment record linked to a QRTP Assessment Record (regardless of status) has been marked as Created in Error. An alert will also appear on the case record.

If you need additional information or assistance, please contact the Bureau of Children Services Operational Support's [Customer Care Center](#).