

 <p style="text-align: center;">County of Sacramento Department of Health and Human Services Division of Behavioral Health Services Policy and Procedure</p>	Policy Issuer (Unit/Program)	QM
	Policy Number	QM-10-34
	Effective Date	07-01-2020
	Revision Date	
Title: Adult Needs and Strengths Assessment (ANSA) Standards	Functional Area: Clinical Care Chart Review – Non-Hospital Services	
Approved By: (Signature on File) Signed version available upon request		
Alexandra Rechs, LMFT Program Manager, Quality Management		

Background/Context:

The Adult Needs and Strengths Assessment (ANSA) is an assessment tool that incorporates the principles of strength based treatment planning, client driven services, recovery and resiliency. The ANSA was developed for adult behavioral health services to support decision making, including level of care and service planning, to facilitate quality improvement initiatives, and to allow for the monitoring of outcomes of services. These principles are aligned with the Division of Behavioral Health (DBHS) principles and Mental Health Services Act (MHSA) essential elements. The implementation of this tool will also support with consistency in Mental Health Plan (MHP) practices and continuity as the Children and Adolescent’s Programs in the MHP use the Child Needs and Strengths (CANS) Assessment for the same reasons.

All Adult Mental Health Outpatient Providers require ANSA training and certification for all direct service staff prior to completing or contributing to ANSAs and Adult Core Assessments. The ANSA is used during assessment, Client Plan creation, treatment evaluation, care coordination and transitions. Sacramento has partnered with the Praed Foundation Transformational Collaborative Outcomes Management (TCOM) Training for certification and re-certification online. The Provider must collaborate with the Client and Significant Support Person(s), if applicable, to complete the ANSA. This assessment process must incorporate communication, engagement and consensus building on the ratings. The Provider and Client should prioritize the agreed-upon actionable items of the ANSA and incorporate the strengths to ensure the services are effectively impacting the Client and Significant Support Person’s needs as well as to support with reaching their goals.

Definitions:

As used in this Policy the following capitalized terms shall have the following meanings:

County: Sacramento County Division of Behavioral Health Services, Mental Health Plan

Mental Health Providers; Provider: Mental Health Service Providers who are contracted with Sacramento County Division of Behavioral Health, Mental Health Plan to provide mental health services. Mental health services are defined as “assessment, diagnosis, treatment or counseling

in a professional relationship to assist an individual, family or group in alleviating mental or emotional illness, symptoms, conditions or disorders that interfere with day-to-day functioning.”

Purpose:

The purpose of this policy is to provide direction for the training, administration and clinical use of the Adult Needs and Strengths Assessment (ANSA) tool for Contracted Providers and County Operated Programs that serve adults ages 21 and up.

Details:

All staff must receive training and achieve user certification status prior to administering the ANSA to Clients and/or Significant Support Person(s). The Praed Foundation states that with training, anyone with a bachelor’s degree can learn to complete the tool reliably. It is encouraged that you take this into consideration when selecting staff to proceed with certification. Staff that have the qualifications to meet the requirements for Licensed Practitioner of the Healing Arts (LPHA), LPHA Waived, Student Interns, or Mental Health Rehabilitation Specialist (MHRS) and Adult Provider Mental Health Assistant (MHA) III classifications may complete this form with Clients under their scope of practice privileges. If a staff that is not licensed or licensed waived is contributing to the assessment then this would be done in collaboration, direction and with oversight along with the LPHA who would be responsible for the completion and co-signing of that ANSA.

Training

- A. Providers will be required to be trained and certified on the ANSA prior to usage. The user must achieve an inter-rater reliability score of .70 or greater to be a certified user.
- B. Providers will register for ANSA Certification Training through the Praed Foundation Transformational Collaborative Outcomes Management (TCOM) Training for certification and re-certification online at www.TCOMTraining.com
 - a. Select the, “California, Behavioral Health- Sacramento County Bundle.”
 - b. Select the, “Sacramento County ANSA 2.0.”
 - c. Providers will review the Domains, Exams and the Practice Exam and then take the Certification Exam. Certification Exam test result will be available electronically upon submitting ratings based on the vignette.
- C. Providers will print Certification or Re-certification and provide it their Agency Designee.
 - a. Agency Designee will send all certifications and re-certifications to QMTraining@saccounty.net.
 - b. Use the following naming convention on the certificate:
Provider, Last Name, First Name, Date of Certification
- D. A list of approved ANSA users will be maintained by the County. A staff **may not** administer the ANSA without proof of active certification.
- E. Each Provider will ensure that supervisors/managers are trained in the ANSA and that directors/executives receive an overview of the ANSA training.

Administration

- A. The ANSA will be initially completed with the Client/Significant Support Person(s) within the first 60 days from the Assessment Start Date/first Medi-Cal billable service or prior to the initial Client Plan completion date.
- B. The ANSA must be finalized according to the frequency that is identified in the Provider's contract. The ANSA may be completed more frequently if clinically indicated to measure progress and revise the Client Plan and at discharge. Reasons to review/update the ANSA include changes in environment or Client/Significant Support Person(s)/Family functioning.
- C. If a staff is not certified yet to complete a ANSA then that staff will need to work with another certified staff at that Provider Site to ensure the ANSA is completed according to timelines specified in Administration Items A and B.
- D. The ANSA will be provided in an interactive process, with the Client/Significant Support Person(s) reviewing and identifying ANSA ratings, in a client-centered and transparent manner.
- E. The ratings will be entered into the electronic health record, Avatar for Avatar Users. Providers with their own EHR will enter ratings in their EHR and into a database at the Provider site. Avatar Reports are available for the staff in real time to aid in treatment planning. The staff will be expected to share the results with Client/Significant Support Person(s) within 30 days of administration and prior to treatment planning.
- F. The ANSA results must be shared, discussed, and used to inform the Client Plan. Client Plans will be updated based on the ANSA ratings as consented and authorized by the Client/Significant Support Person(s).
- G. If a Client is transferred from one Provider to another, the two programs will work together to ensure that an ANSA review/update is complete prior to discharge.
 - a. The "receiving" Provider has the option to review/update the ANSA at admission if it is in the Client/Significant Support Person(s)/Family's best interest. Otherwise the Provider may use the ratings from the prior completion of the ANSA for baseline functioning and treatment planning. These reviewed ratings would be updated in the "receiving" Provider's episode.
 - b. In any event, the "receiving" Provider will review/update the ANSA no later than six (6) months from a prior completion of ANSA.

Billing and Documentation

- A. The ANSA does not replace the Core Assessment, but will supplement the assessment process. Completion of the ANSA with the Client/Significant Support Person(s) is billed to the assessment code (93010 or 93020 or 93010).
- B. Subsequent to the initial assessment, the ANSA information may be utilized in a variety of ways. For example: When the information collected in the ANSA is used to inform and create the Client Plan with the Client/Significant Support Person(s), it would be included in the Plan Development progress note and billed to the Plan Development code (98500).
OR
When the information is used as part of providing feedback to a Client/Significant Support Person(s) regarding progress in treatment, it would be incorporated into the progress note and billed accordingly to one of the following codes: Rehabilitation (94000), Individual Therapy (97010 or 97020 or 97030), or Collateral (95010, 95020 or 95030).
- C. Clinical notes must document the way the ANSA is being integrated into the care.

D. The ANSA must be considered and integrated into the Client Plan. Any ANSA needs items rated as a 2 or 3 must be factored into the Client Plan Objectives and the Intervention section, if applicable. As an example, a “2” for the “Physical/Medical” may require the intervention of supporting the Client in connecting with their PCP. If there is a need identified that is not addressed within the Client Plan, then there must be documentation within the associated Plan Development progress note. The note would reflect the consideration of the need and clinical rationale for not including it within the Client Plan. As an example, documentation would reflect the Client/Significant Support Person(s) chose to wait to address the ANSA Need Item “Sleep” because they chose to prioritize ANSA items related to safety and risk for this Client Plan.

Reference(s)/Attachments:

- Sacramento County Information Letter- Adult Needs and Strengths Assessment (ANSA) Implementation

Related Policies:

- QM-03-07 Staff Registration P&P
- QM-10-26 Core Assessment P&P
- QM-10-27 Client Plan P&P
- QM-10-27 Discharge P&P
- QM-10-30 Progress Notes P&P
- QM-10-31 Children and Adolescent Needs and Strengths (CANS) Assessment Standards

Distribution:

Enter X	DL Name	Enter X	DL Name
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X	Adult Contract Providers		

Contact Information:

Quality Management Information
QMInformation@saccounty.net