

OUTCOMES DATA COLLECTION TIMEFRAMES FOR ISP/CST's

General Instructions

- Collect data only while children and families are receiving services
- The frequency with which data is collected depends on the type of data (see below)
- Regardless of how often data is recorded locally, it is to be submitted quarterly to the BMHSAS
- Data can be updated as needed

Enrollment Descriptive Data

Original Data Elements	Currently Required Data Elements	Data Collection/Recording Frequency
Client ID	Client ID	At enrollment only
Last name	Last name	At enrollment only
First name	First name	At enrollment only
Middle name	Middle name	At enrollment only
SS #	SS #	At enrollment only
Date of birth	Date of birth	At enrollment only
Race	Race	At enrollment only
Gender	Gender	At enrollment only
Enrollment date	Enrollment date	At enrollment only
Referral reason	Referral reason	At enrollment only
Referral source	Referral source	At enrollment only
Axis I diagnosis – intake	Axis I diagnosis – intake	At enrollment only
Axis II diagnosis – intake	Axis II diagnosis – intake	At enrollment only
Living situation – intake	Living situation – intake	At enrollment only
MA#		
Case manager ID		
Axis III diagnosis- intake		
Axis IV diagnosis- intake		
Axis V Current GAF- intake		
Axis V Past GAF- intake		

Disenrollment Descriptive Data

Original Data Elements	Currently Required Data Elements	Data Collection/Recording Frequency
Disenrollment date	Disenrollment date	At disenrollment only
Discharge reason	Discharge reason	At disenrollment only
Axis I diagnosis	Axis I diagnosis	At disenrollment only
Axis II diagnosis	Axis II diagnosis	At disenrollment only
Living situation – discharge	Living situation – discharge	At disenrollment only
Axis III diagnosis- discharge		
Axis IV diagnosis- discharge		
Axis V Current GAF- discharge		
Axis V Past GAF- discharge		

Living Situation Data

Original Data Elements	Currently Required Data Elements	Data Collection/Recording Frequency
Start date	Start date	Ongoing as events occur
End date	End date	Ongoing as events occur
Living situation type	Living situation type	Ongoing as events occur
Planned out of home placement		

Juvenile Justice data

Original Data Elements	Currently Required Data Elements	Data Collection/Recording Frequency
Offense date	Offense date	Ongoing as events occur
Offense type	Offense type	Ongoing as events occur
Disposition	Disposition	Ongoing as events occur
Number of offenses		

School data

Original Data Elements	Currently Required Data Elements	Data Collection/Recording Frequency
School period start date	School period start date	By school semester as events occur
School period end date	School period end date	By school semester as events occur
Frequency of suspension in school	Frequency of suspension in school	By school semester as events occur
Frequency of suspension out of school	Frequency of suspension out of school	By school semester as events occur
Grades	Grades	By school semester as events occur
Grade level	Grade level	By school semester as events occur
Educational setting	Educational setting	By school semester as events occur
Expulsion	Expulsion	By school semester as events occur
Length of expulsion	Length of expulsion	By school semester as events occur
Total school days		
# of unexcused absences		
Frequency of unexcused absences		
# days suspended in school		
Days suspended out of school		

CAFAS data

Original Data Elements	Currently Required Data Elements	Data Collection/Recording Frequency
School scale	School scale	Every 6 months after enrollment
Home scale	Home scale	Every 6 months after enrollment
Community scale	Community scale	Every 6 months after enrollment
Behavior towards Others scale	Behavior towards Others scale	Every 6 months after enrollment
Moods/emotions scale	Moods/emotions scale	Every 6 months after enrollment
Self harm scale	Self harm scale	Every 6 months after enrollment
Thinking scale	Thinking scale	Every 6 months after enrollment
Substance use scale	Substance use scale	Every 6 months after enrollment
Material needs scale		
Family support scale		
CAFAS date	CAFAS date	
CAFAS Rater ID	CAFAS Rater ID	

Additional Data Not Required for Collection or Submittal

Service Utilization and Cost data

Original data elements	Revised data elements
Service date	
Service type	
Provider	
Service units	
Unit type	
Unit cost	
Payer	

Ongoing GAF Scores

Original data elements	Revised data elements
Axis V Current GAF-quarterly	
Axis V Past GAF-quarterly	