CT HMIS
Measuring Success

CASEWORTHY HMIS TRAINING

DMHAS Acuity Index Assessment and Report Webinar

Provided by:
P (860) 256-4822
W nutmegit.com

nutmeg CONSULTING

During the Webinar

- All attendees will be muted
- Please take a moment to familiarize yourself with the features in Zoom
  - You will use the **Q & A** feature to ask questions
- This session will be recorded and posted on www.cthmis.com

Agenda

- Reason for the addition of the Acuity Index Assessment
- New Acuity Index Outcomes Assessment
- New Acuity Index Alert/Notification
- New Acuity Index Report
- New Acuity Index Documentation/KB
- Key Dates
- Next Steps/Support

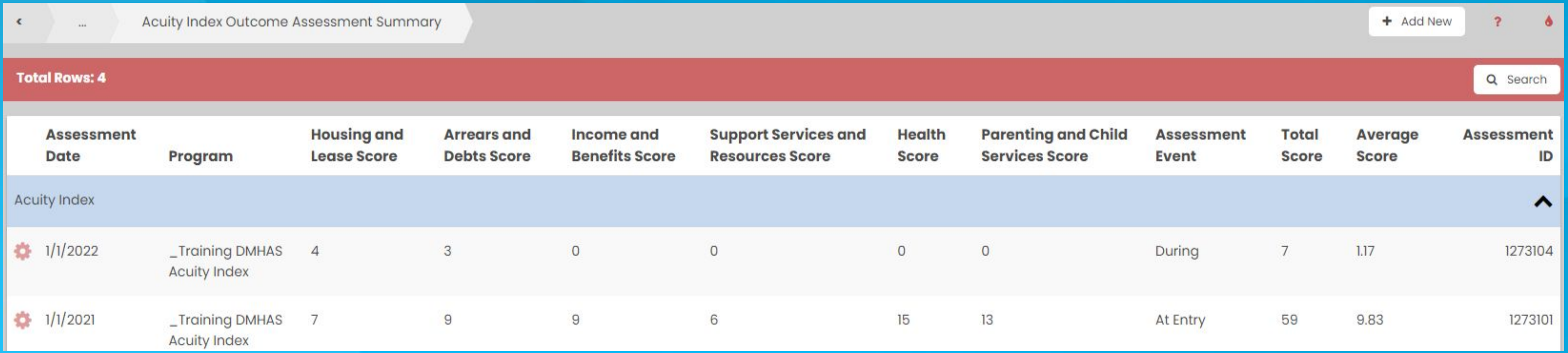
Reason for the addition of the Acuity Index Assessment

- ***The Acuity Index Outcomes Assessment was added to CT HMIS because:***
  - *It was requested by the Providers*
  - *DMHAS heard the request and worked with Nutmeg to get the Assessment and a Report implemented in CT HMIS*
  - *DMHAS wanted to standardize the collection and reporting process around the Acuity Index.*

New Acuity Index Assessment

New Acuity Index Outcome Assessment Summary

- *Effective* ***9/1/22*** the new **Acuity Index Outcome Assessment Summary** form will be visible in CT HMIS.
- This form will display all **Acuity Index Outcome Assessments** that a client has completed by your Organization (Org in top left corner/User Area).
  - Accessible via *Case Management Tab > Left Menu > Program Assessments >* ***Acuity Index Outcome Assessment Summary***

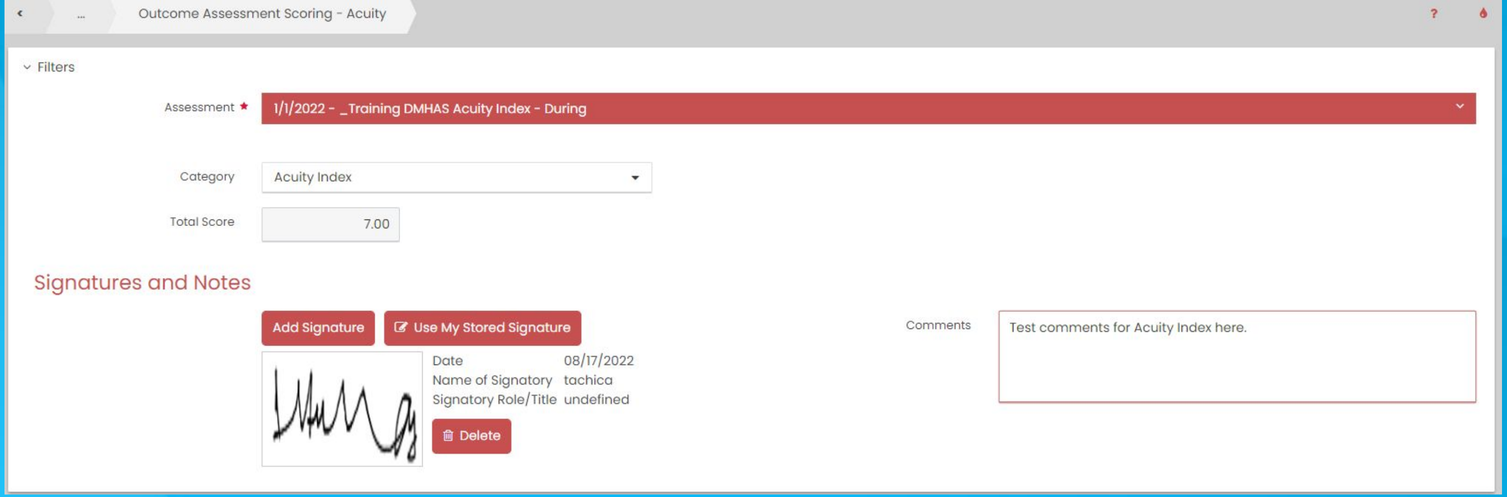


Total Rows: 4

Assessment Date	Program	Housing and Lease Score	Arrears and Debts Score	Income and Benefits Score	Support Services and Resources Score	Health Score	Parenting and Child Services Score	Assessment Event	Total Score	Average Score	Assessment ID
Acuity Index											
1/1/2022	_Training DMHAS Acuity Index	4	3	0	0	0	0	During	7	1.17	1273104
1/1/2021	_Training DMHAS Acuity Index	7	9	9	6	15	13	At Entry	59	9.83	1273101

New Acuity Index Assessment (Outcome Assessment Scoring - Acuity)

- The new **Outcome Assessment Scoring - Acuity (Acuity Index Assessment)** allows Signatures to be captured on this form by the Case Manager, Supervisor and Client.
- The **Total Score** field will populate once data has been saved on the form. This data will be pulled into the Acuity Index Report.
- Accessible via *Case Management Tab > Left Menu > Program Assessments >* ***Acuity Index Outcome Assessment Summary*** *>* ***Add New***


‹
...
Outcome Assessment Scoring - Acuity
?
Filters

Assessment * 1/1/2022 - _Training DMHAS Acuity Index - During

Category Acuity Index

Total Score 7.00

Signatures and Notes

Add Signature
Use My Stored Signature

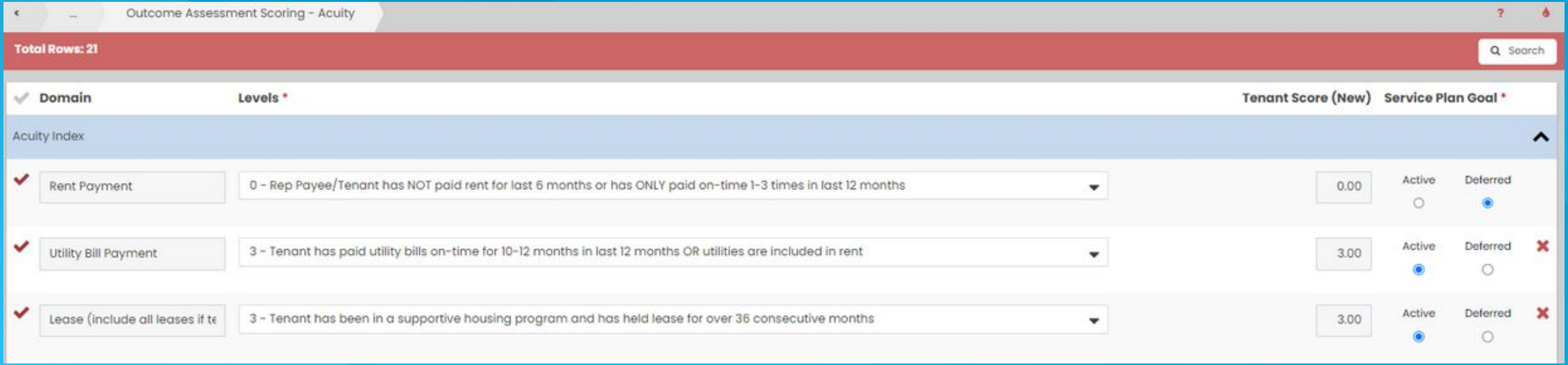
Date 08/17/2022
Name of Signatory tachica
Signatory Role/Title undefined

Delete

Comments Test comments for Acuity Index here.

New Acuity Index Assessment
(Outcome Assessment Scoring - Acuity)

- *Effective* ***9/1/22*** the new **Outcome Assessment Scoring - Acuity (Add/Edit)** assessment will be assigned to all DMHAS funded PSH projects in HMIS.
- Selecting "***Add New***" on the **Acuity Index Outcome Assessment Summary** form will launch the **Outcome Assessment Scoring - Acuity (Add/Edit)** form.
- Fully complete this tool **at initial entry and at least every six months** that a client is enrolled in your program.



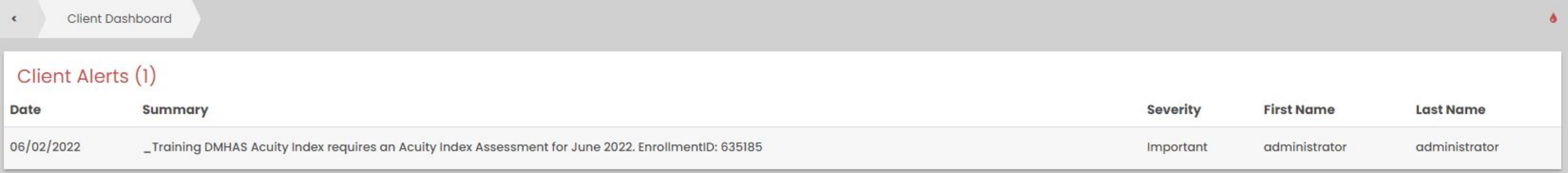
Total Rows: 21

✓	Domain	Levels *	Tenant Score (New)	Service Plan Goal *	
Acuity Index					
✓	Rent Payment	0 - Rep Payee/Tenant has NOT paid rent for last 6 months or has ONLY paid on-time 1-3 times in last 12 months	0.00	Active ○ Deferred ●	
✓	Utility Bill Payment	3 - Tenant has paid utility bills on-time for 10-12 months in last 12 months OR utilities are included in rent	3.00	Active ● Deferred ○	✖
✓	Lease (include all leases if te	3 - Tenant has been in a supportive housing program and has held lease for over 36 consecutive months	3.00	Active ● Deferred ○	✖

New Acuity Index Assessment Alert/Notification

New Acuity Index Assessment Alert/Notification

- *Effective* ***9/1/22,*** *the* Acuity Index Assessment Alert/Notification
  - Will be visible in CT HMIS and will check for an Acuity Index Outcome Assessment every 6 months from enrollment start date
  - Clients missing At Entry/Semi-annual A.Index Outcome Assessments will have the alert visible on the Client Dashboard.
  - Displays Program Enrollment name and Enrollment ID in the alert to assist with data cleanup
    - Accessible via the Client Dashboard



Client Alerts (1)

Date	Summary	Severity	First Name	Last Name
06/02/2022	_Training DMHAS Acuity Index requires an Acuity Index Assessment for June 2022. EnrollmentID: 635185	Important	administrator	administrator

New Acuity Index Assessment Report

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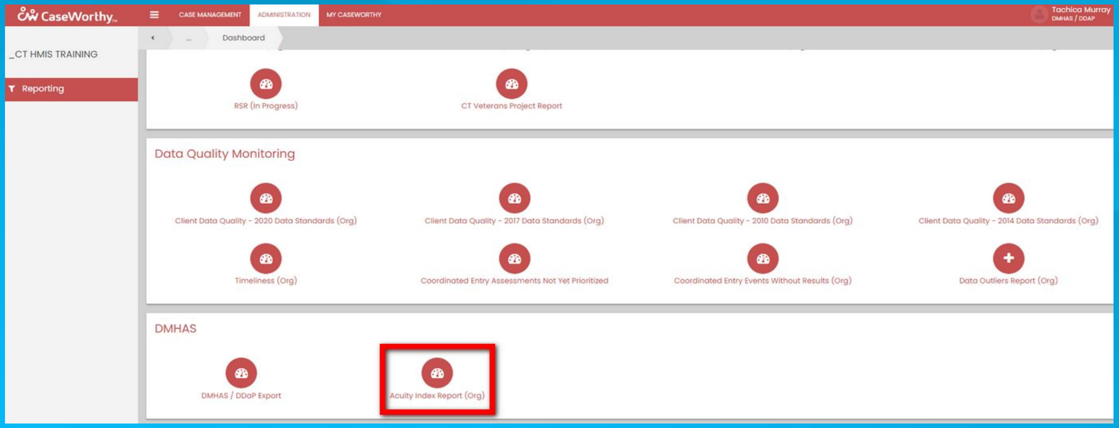
New Acuity Index Assessment Report

- This report was developed to assist allow Providers to work with DOH for the Moving on Project.
- This report will pull in all assessments for a client so if someone has 4 Acuity Index Assessments, all 4 will be pulled into the report if they fall in the report date range.
    - Accessible via *Administration > Left Menu > Reporting > Compliance Reports >* ***DMHAS***


CaseWorthy
CASE MANAGEMENT
ADMINISTRATION
MY CASEWORTHY
Tachica Murray
DMHAS / DDAP
Dashboard
_CT HMIS TRAINING
Reporting
RSR (In Progress)
CT Veterans Project Report
Data Quality Monitoring
Client Data Quality - 2020 Data Standards (Org)
Client Data Quality - 2017 Data Standards (Org)
Client Data Quality - 2010 Data Standards (Org)
Client Data Quality - 2014 Data Standards (Org)
Timeliness (Org)
Coordinated Entry Assessments Not Yet Prioritized
Coordinated Entry Events Without Results (Org)
Data Outliers Report (Org)
DMHAS
DMHAS / DDaP Export
Acuity Index Report (Org)

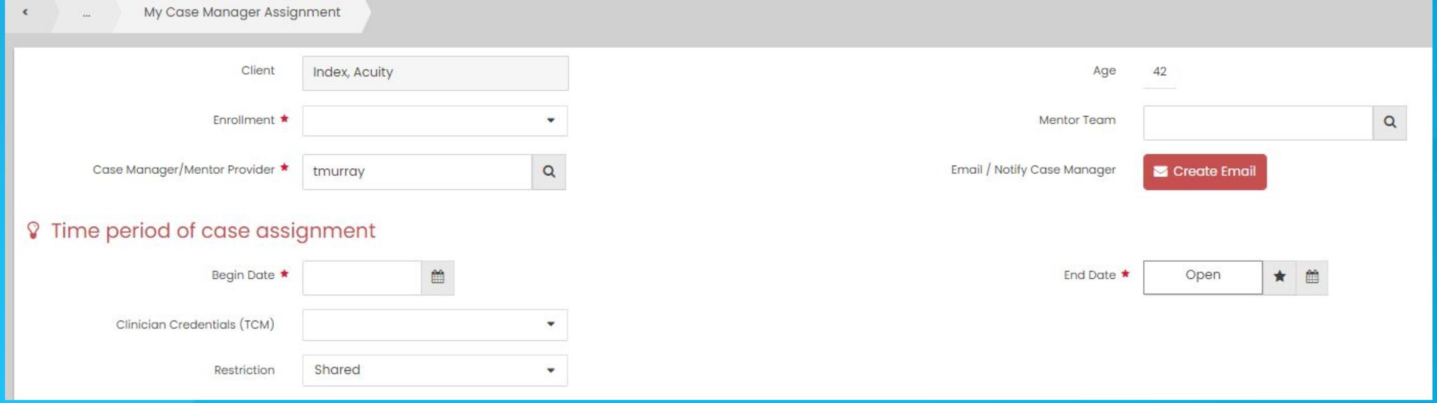
Acuity Index Report Use Case Examples

- **Acuity Index Assessment Report Use Cases**
  - **Caseload** - Report should be used to monitor Case Managers case loads to ensure no one has a caseload of all clients with High/Low, there should be a mix
  - **Planning/Trends** - Acuity Index Report should be used to see when clients are doing better or worse. This can help with planning around those times with the client
  - **Eligibility** - Report will be used to help determine eligibility for things such as Moving On vouchers.
  - **Data Quality** - Report should be used to determine if there are missing Indexes

Assigning a Case Manager to a Client

- The new report Acuity Index Assessment Report will allow you to review Case Loads based on a client’s Acuity Index.
- This can only happen if
  - The Acuity Index is completed in HMIS and
  - A Case Manager is assigned to a Client’s record in HMIS.
    - Accessible via Case Management Tab > Left Menu > Case Management > Case Managers/Mentors > Add New
- **The steps to assign a Case Manager in HMIS are listed in the**

[CT DMHAS Acuity Index Outcomes Assessment/Report Quick Guide- KB]



Client: Index, Acuity

Age: 42

Enrollment *

Mentor Team

Case Manager/Mentor Provider *: tmurray

Email / Notify Case Manager

Time period of case assignment

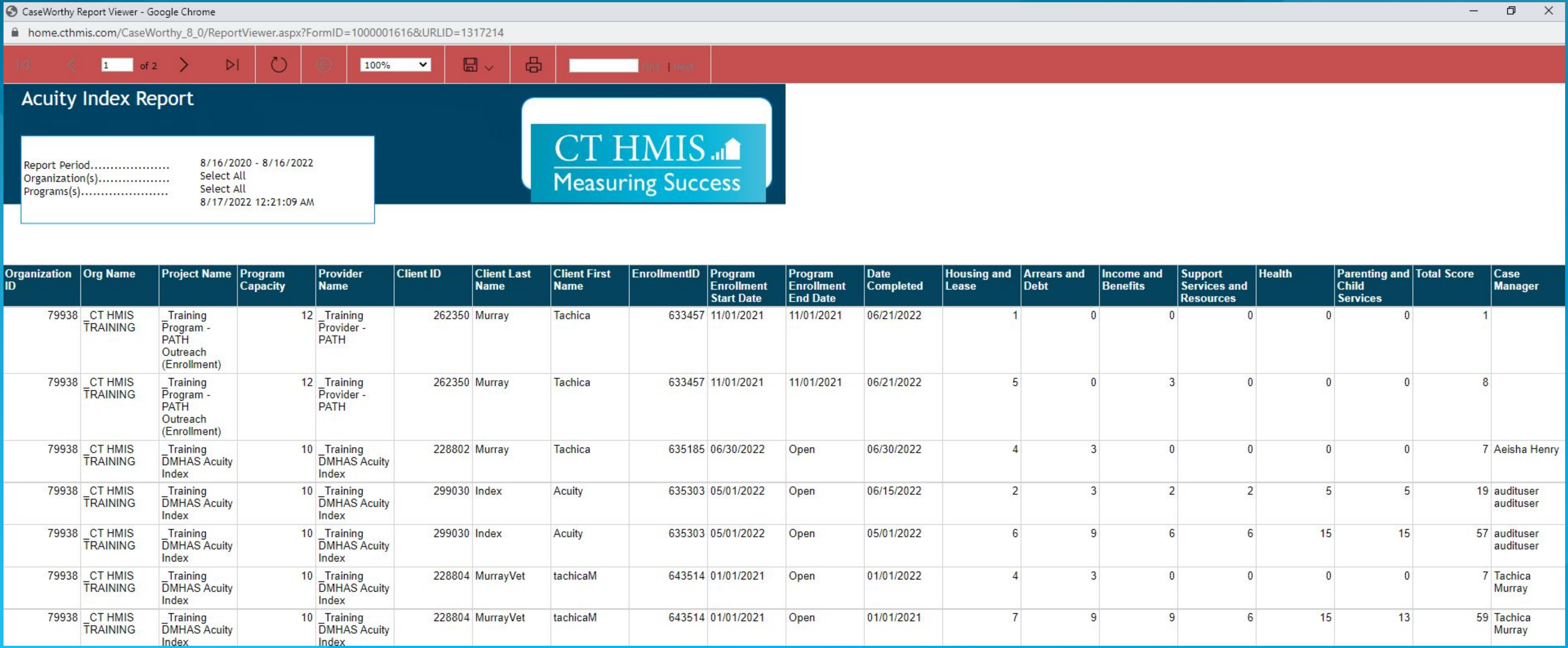
Begin Date *

End Date *: Open

Clinician Credentials (TCM)

Restriction: Shared

Acuity Index Report



CaseWorthy Report Viewer - Google Chrome
home.cthmis.com/CaseWorthy_8_0/ReportViewer.aspx?FormID=1000001616&URLID=1317214
1
of 2
100%
Find | Next
CT HMIS
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Acuity Index Report

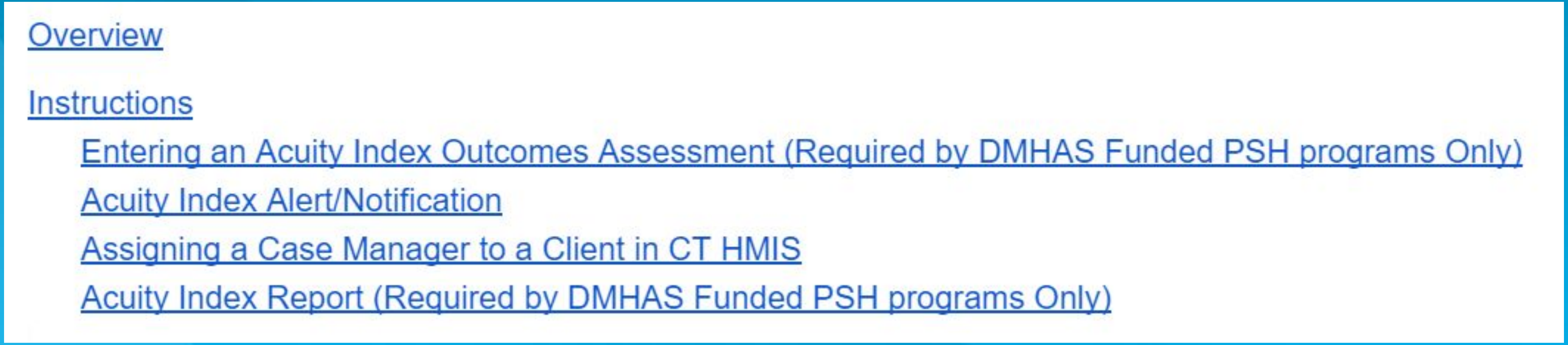
Report Period.................... 8/16/2020 - 8/16/2022
Organization(s).................. Select All
Programs(s)...................... Select All
8/17/2022 12:21:09 AM

Organization ID	Org Name	Project Name	Program Capacity	Provider Name	Client ID	Client Last Name	Client First Name	EnrollmentID	Program Enrollment Start Date	Program Enrollment End Date	Date Completed	Housing and Lease	Arrears and Debt	Income and Benefits	Support Services and Resources	Health	Parenting and Child Services	Total Score	Case Manager
79938	_CT HMIS TRAINING	_Training Program - PATH Outreach (Enrollment)	12	_Training Provider - PATH	262350	Murray	Tachica	633457	11/01/2021	11/01/2021	06/21/2022	1	0	0	0	0	0	1	
79938	_CT HMIS TRAINING	_Training Program - PATH Outreach (Enrollment)	12	_Training Provider - PATH	262350	Murray	Tachica	633457	11/01/2021	11/01/2021	06/21/2022	5	0	3	0	0	0	8	
79938	_CT HMIS TRAINING	_Training DMHAS Acuity Index	10	_Training DMHAS Acuity Index	228802	Murray	Tachica	635185	06/30/2022	Open	06/30/2022	4	3	0	0	0	0	7	Aeisha Henry
79938	_CT HMIS TRAINING	_Training DMHAS Acuity Index	10	_Training DMHAS Acuity Index	299030	Index	Acuity	635303	05/01/2022	Open	06/15/2022	2	3	2	2	5	5	19	audituser audituser
79938	_CT HMIS TRAINING	_Training DMHAS Acuity Index	10	_Training DMHAS Acuity Index	299030	Index	Acuity	635303	05/01/2022	Open	05/01/2022	6	9	6	6	15	15	57	audituser audituser
79938	_CT HMIS TRAINING	_Training DMHAS Acuity Index	10	_Training DMHAS Acuity Index	228804	MurrayVet	tachicaM	643514	01/01/2021	Open	01/01/2022	4	3	0	0	0	0	7	Tachica Murray
79938	_CT HMIS TRAINING	_Training DMHAS Acuity Index	10	_Training DMHAS Acuity Index	228804	MurrayVet	tachicaM	643514	01/01/2021	Open	01/01/2021	7	9	9	6	15	13	59	Tachica Murray

New Acuity Index Assessment Documentation

New Acuity Index Assessment Documentation

- *The CT DMHAS Acuity Index Outcomes Assessment/Report Quick Guide- KB is accessible via: www.cthmis.com > Knowledge Base*



Overview

Instructions

  Entering an Acuity Index Outcomes Assessment (Required by DMHAS Funded PSH programs Only)
  Acuity Index Alert/Notification
  Assigning a Case Manager to a Client in CT HMIS
  Acuity Index Report (Required by DMHAS Funded PSH programs Only)

Reports

- **Run early, run often!**
- Located in the Administration section of CaseWorthy
- Below is a list of different program types and the ***Compliance (Funder) Reports*** that should be run for the PATH/DMHAS Funded Projects
  - DMHAS PSH - **Acuity Index Report**
  - PATH – **PATH Report**
  - DMHAS/DDaP **– DDaP Export**
    - **Pipe Delimited Text** is the format required to export your data to DDaP
  - All Program Types - **Client Data Quality Report**

Key Dates

- **8/30** - First DMHAS/PATH Workflow & PATH/DMHAS Pending Enrollments View Training Webinar from 1pm - 3 pm
- **8/31** - Second DMHAS/PATH Workflow & PATH/DMHAS Pending Enrollments View Training Webinar from 10 am - 12 pm
- **9/1 - Go Live** date for the new Acuity Index Outcome Assessment/Alert and Report

Next Steps/Support

- **Complete the Acuity Index Outcomes Assessment for your clients**
- **Assign the correct Case Managers to your clients in CT HMIS**
- **Enroll** New Clients/**Update** Existing Clients/**Exit** Clients
- Provide feedback on the changes!
- **Run and Review Compliance reports** (Acuity Index Report)
  - Export reports to Excel for review
- Support:
  - Email help@nutmegit.com with any *HMIS/Acuity Index* related questions.
  - Email alice.minervino@ct.gov with any *DMHAS/DDaP/Acuity Index* related questions.
  - CT HMIS Guides/Manuals for the Acuity Index/DMHAS CT HMIS items are located at cthmis.com and the CT HMIS Knowledge Base