



**Behavioral Health**  
**Division**

# ASAM LOC Application

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- Department of Health Care Services
- October 1, 2018
- MHSUDS INFORMATION NOTICE NO: 18-046
- Drug Medi-Cal-Organized Service Delivery (DMC-ODS)
  - Pilot Program for 3 years
  - Pilot purpose is to determine if following the ASAM continuum of care model will increase success among Medi-Cal beneficiaries?
  - Placing people in correct level of care the first time will increase success.
  - Track indicated level of care and actual level of care placement.
  - Generate reports for the state.

## Data Entry screen

TEST ENVIRONMENT

SAN BERNARDINO COUNTY Behavioral Health

ASAM Level of Care Database  
Promoting Wellness, Recovery and Resilience

Search Data Entry Reports Generate State File Administration

Welcome: Anthony Log Out

Data Entry Save Cancel

CIN: [ ] Check CIN First Name: [ ] Last Name: [ ] DOB: [ ] \* required

Assessment / Screening  
Date: [ ] Provider: [ ] Treating Provider Type of Screen / Assessment: [ ] Type of Screen/Assessment

Indicated LOC  
Indicated LOC/WM: [ ] Additional Indicated LOC/WM, if any: [ ] Add'l indicated LOC/WM, if any (1) Additional Indicated LOC/WM, if any: [ ] Add'l indicated LOC/WM, if any (2)

Actual LOC  
Actual LOC/WM placement decision: [ ] Additional Actual LOC/WM placement decision, if any: [ ] Add'l actual LOC/WM, placement decision, if any

LOC Actual Difference  
If Actual LOC/WM was not among those Indicated, reason for difference: [ ] Explain reason why Actual LOC provided was not among those Indicated, if reason for difference between Indicated LOC and Actual LOC was "Other": [ ]  
If actual LOC/WM placement decision, if any

Delay Reason  
If referral is being made but admission is expected to be DELAYED, reason: [ ] Explain reason why admission is expected to be delayed if reason for delay is "Other": [ ]  
If referral is being made but admission is expected

Comments  
Additional Comments (optional): [ ]

Client History

Save Cancel

## Search screen

TEST ENVIRONMENT

SAN BERNARDINO COUNTY Behavioral Health

ASAM Level of Care Database  
Promoting Wellness, Recovery and Resilience

Search Data Entry Reports Generate State File Administration

Welcome: Anthony Log Out

Search Criteria Search Cancel

Provider: [ ] Date of Screening / Assessment: [ ] From: [ ] To: [ ] Include Submitted Episode(s): [ ]  
CIN: [ ] Last Name: [ ] First Name: [ ] DOB: [ ]

Type of Screen / Assessment: [ ] Indicated LOC/WM: [ ] Actual LOC/WM: [ ]  
Type of Screen/Assessment Indicated LOC/WM Actual LOC/WM placement decision

Search Result

Total (0) Client(s)  
(No Episodes Found)

*These are the two screens that most users will have access to. The Data Entry screen is where new LOC data is entered. This screen is the first one we'll discuss.*

Notice the sections of the Data Entry screen

- Data Entry
- Assessment/Screening
- Indicated LOC
- Actual LOC
- LOC Actual Difference
- Delay Reason
- Comments
- Client History

*We will review each section below.*

The screenshot shows a web-based data entry form for ASAM LOC applications. The form is organized into several sections, each with a header bar. The sections are: 1. **Data Entry**: Includes fields for CIN, First Name, Last Name, and DOB, with a 'Check CIN' button and a '\* required' indicator. 2. **Assessment / Screening**: Includes fields for Date, Provider (with a dropdown menu), and Type of Screen / Assessment (with a dropdown menu). 3. **Indicated LOC**: Includes fields for Indicated LOC/WM, Additional Indicated LOC/WM, if any (1), and Additional Indicated LOC/WM, if any (2). 4. **Actual LOC**: Includes fields for Actual LOC/WM placement decision and Additional Actual LOC/WM placement decision, if any. 5. **LOC Actual Difference**: Includes a dropdown for 'If Actual LOC/WM was not among those Indicated, reason for difference' and a text area for 'Explain reason why Actual LOC provided was not among those indicated, if reason for difference between Indicated LOC and Actual LOC was "Other"'. 6. **Delay Reason**: Includes a dropdown for 'If referral is being made but admission is expected to be DELAYED, reason' and a text area for 'Explain reason why admission is expected to be delayed if reason for delay is "Other"'. 7. **Comments**: Includes a text area for 'Additional Comments (optional)'. 8. **Client History**: A section at the bottom with a dropdown arrow. The form has 'Save' and 'Cancel' buttons at the top right and bottom right.

## REQUIRED FIELDS

- First Name
- Last Name
- DOB (Date of Birth)

*Enter the clients first name, last name, and DOB in required fields.*

Welcome: Anthony [Log Out](#)

Data Entry Save Cancel ▲

CIN:  Check CIN First Name:\*  Last Name:\*  DOB:\*  \* required

## OPTIONAL FEILD

- CIN (Client Index Number)

*If CIN is known enter it first. If the CIN is not known enter the required first name, last name, and DOB then click* Check CIN

## ■ REQUIRED FIELDS

Assessment / Screening		
Date:*	Provider:*	Type of Screen / Assessment:*
<input type="text"/>	Treating Provider	Type of Screen/Assessment
	<ul style="list-style-type: none"><li>Treating Provider</li><li>Aegis Hesperia (3657)</li><li>Aegis Ontario (3656)</li><li>Aegis Redlands (TBD)</li><li>Barstow Community Counseling (3681)</li><li>Big Bear Center for Change (8632)</li><li>Cedar House Outpatient (3645)</li><li>Cedar House RES/WM (3640)</li><li>CVRRC (3678)</li><li>Fontana CHOICE (8625)</li><li>Fontana Drug Court (3682)</li><li>HDCA&amp;F Barstow (8631)</li><li>HDCA&amp;F Victorville (3634)</li><li>IBHS Outpatient (3666)</li><li>IVRS RES/WM (0021)</li><li>IVRS San Bernardino Outpatient (8619)</li><li>IVRS Upland Outpatient (0025)</li><li>Joshua Tree Drug Court (8629)</li><li>Maple House RES (3676)</li><li>Mariposa Community Counseling (3699)</li><li>Matrix (3615)</li><li>MFI SACHS "G" Street (TBD)</li><li>MFI SACHS 3rd Street (8966)</li><li>Needles Center for Change (3608)</li><li>PRIDE (3628)</li><li>RBATS (3601)</li><li>San Bernardino Center for Change (3639)</li><li>SARC (3601S)</li><li>SJOG Outpatient (3660)</li><li>SJOG RES/WM (0040)</li></ul>	<ul style="list-style-type: none"><li>Type of Screen/Assessment</li><li>Type of Screen/Assessment</li><li>Brief Initial Screen</li><li>Initial Assessment</li><li>Followup Assessment</li></ul>

*Use the drop down menus to the choose the correct provider. Notice the Provider Number is included in order to increase accuracy when choosing a provider. Also use the drop down menu to choose the correct screen or assessment type. Simply click on the correct response. Remember to include the date.*

Indicated LOC		
<b>Indicated LOC/WM:*</b>	<b>Additional Indicated LOC/WM, if any:</b>	<b>Additional Indicated LOC/WM, if any:</b>
Indicated LOC/WM	Add'l indicated LOC/WM, if any (1)	Add'l indicated LOC/WM, if any (2)

*Indicated LOC is the level of Care that was determined at The time that the ASAM Screen / Assessment took place.*

- Add'l indicated LOC/WM, if any (2)
- None
- Narcotic Tx Program/Opiate Tx Program
- 0.5 Early Intervention
- 1 Outpatient
- 2.1 Intensive Outpatient
- 2.5 Partial Hospitalization
- 3.1 Clinically Managed Low-Intensity Residential
- 3.3 Clinically Managed Popn-Specific High-Int Residential
- 3.5 Clinically Managed High-Intensity Residential
- 4 Medically Managed Intensive Inpatient Services
- 1-WM Ambulatory WM w/o extended onsite monitoring
- 2-WM Ambulatory WM w/extended onsite monitoring
- 3.2-WM Clinically managed residential WM
- 3.7-WM Medically monitored inpatient WM
- 4-WM Medically managed intensive inpatient WM
- Recovery Services

*Additional Indicated LOC/WM occurs when a client is recommended for level 3.2 Withdrawal Management and is also recommended for level 3.5 Residential Treatment*

*In this section you are choosing the level of care. Only the first **Indicated LOC/WM** is a REQUIRED FIELD. The drop down menu that is shown is the same for all three fields. The menu includes all the levels of care that the ASAM describes in the text book. Choose the correct INDICATED LOC/WM.*

Actual LOC	
<b>Actual LOC/WM placement decision:*</b>	<b>Additional Actual LOC/WM placement decision, if any:</b>
Actual LOC/WM placement decision <input type="text"/>	Add'l actual LOC/WM, placement decision, if any <input type="text"/>
<b>Actual LOC/WM placement decision</b>	
None	
Narcotic Tx Program/Opiate Tx Program	
0.5 Early Intervention	
1 Outpatient	
2.1 Intensive Outpatient	
2.5 Partial Hospitalization	
3.1 Clinically Managed Low-Intensity Residential	
3.3 Clinically Managed Popn-Specific High-Int Residential	
3.5 Clinically Managed High-Intensity Residential	
4 Medically Managed Intensive Inpatient Services	
1-WM Ambulatory WM w/o extended onsite monitoring	
2-WM Ambulatory WM w/extended onsite monitoring	
3.2-WM Clinically managed residential WM	
3.7-WM Medically monitored inpatient WM	
4-WM Medically managed intensive inpatient WM	
Recovery Services	

*The Actual LOC/WM placement decision is the LOC that the client actually entered. (all levels of care are covered in the dropdown menu that appear in the ASAM text book)*

*In this section there is only one REQUIRED FIELD which is where the client actually entered treatment. The dropdown menus are the same for both Actual and Additional LOC/WM. Choose the correct level of care. If an Additional Actual LOC/WM exists enter it at this time.*



**LOC Actual Difference**

**If Actual LOC/WM was not among those Indicated, reason for difference:\***

If actual LOC/WM placement decision, if any

**If actual LOC/WM placement decision, if any**

- Not applicable - no difference
- Clinical Judgement
- Lack of insurance / payment source
- Legal Issues
- Level of care not available
- Managed care refusal
- Patient preference
- Geographic accessibility
- Family responsibility
- Language
- Used two residential services already
- Other

**Explain reason why Actual LOC provided was not among those indicated, if reason for difference between Indicated LOC and Actual LOC was "Other":**

Text Box

Dropdown menu

*If the Indicated LOC is different from the Actual LOC that the client entered, then this section needs to be completed in order to justify the difference. On the left are a number of pre populated reasons for the difference in the LOC. If the reason does not exist on the left then use the text box on the right to fill in the reason for the difference.*

**Delay Reason**

If referral is being made but admission is expected to be **DELAYED**, reason:

If referral is being made but admission is expected ▼

If referral is being made but admission is expected to be **DELAYED**, reason

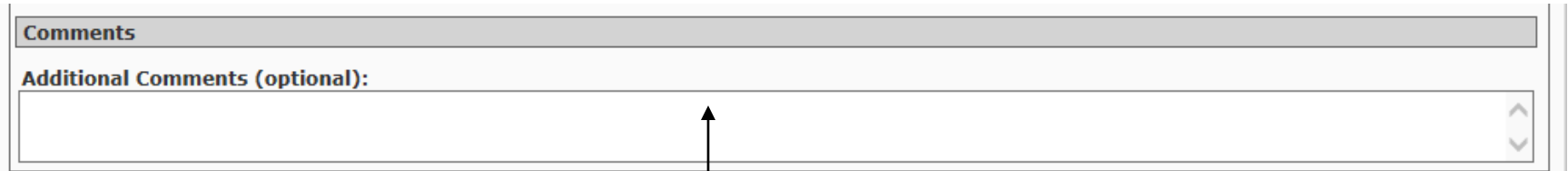
- Hospitalized
- Incarcerated
- Other
- Patient preference
- Waiting for ADA accommodation
- Waiting for language-specific services
- Waiting for level of care availability
- Waiting for other special popn-specific svcs

Explain reason why admission is expected to be delayed if reason for delay is "Other":

Text Box

Dropdown Menu

*When making a referral to a clinic but the client cannot be admitted right away the reason for the delay must be documented. On this Delay Reason section of the Data Entry screen there are 8 pre-populated reasons for delayed entry into treatment. If "Other" is selected then the Text Box needs to be used to enter the reason for the delay into treatment.*

A screenshot of a web form. At the top, there is a grey header bar with the word "Comments" in white. Below this is a white rectangular area with a thin border. Inside this area, the text "Additional Comments (optional):" is written in a dark font. Below the text is a large, empty white text box with a thin border. On the right side of this text box, there are two small, grey, downward-pointing arrow icons. An arrow points from the text "Text Box" below to the center of the text box.

Text Box

*Additional comments can be added to enter information that the ASAM LOC application does not provide a space for. Comments are optional and may be program or client specific.*



*If the CIN is verified a client history will display in a separate section. If the CIN was not verified the client history will be blank.*

*Each provider will be limited to viewing the history of the client entries that they have entered into the system.*

Search | Data Entry | Reports | Generate State File | Administration

Welcome: Anthony [Log Out](#)

**Search Criteria** [Search](#) [Cancel](#) ▲

**Provider:** Treating Provider ▼

**Date of Screening / Assessment:** From:  To:

**Include Submitted Episode(s):**

**CIN:**

**Last Name:**  **First Name:**  **DOB:**

**Type of Screen / Assessment:** Type of Screen/Assessment ▼

**Indicated LOC/WM:** Indicated LOC/WM ▼

**Actual LOC/WM:** Actual LOC/WM placement decision ▼

**Search Result** ▲

Total (0) Client(s)

No Episodes Found

*This is a picture of the Search screen. From here you can search for specific clients by entering search criteria about the client.*

## Search Criteria

The screenshot shows a 'Search Criteria' form with the following fields and options:

- Provider:** Treating Provider (dropdown menu)
- Date of Screening / Assessment:** From: [ ] To: [ ]
- Include Submitted Episode(s):**
- CIN:** [ ]
- Last Name:** [ ]
- First Name:** [ ]
- DOB:** [ ]
- Type of Screen / Assessment:** Type of Screen/Assessment (dropdown menu)
- Indicated LOC/WM:** Indicated LOC/WM (dropdown menu)
- Actual LOC/WM:** Actual LOC/WM placement decision (dropdown menu)

Buttons: Search, Cancel

## Search Results

The screenshot shows a 'Search Result' form with the following content:

- Total (0) Client(s)**
- No Episodes Found**

*There are two sections for the Search portion of the ASAM LOC application. They are called the Search Criteria and the Search Results. We will look at these together in the following slides.*

*The search criteria for this application only requires one field to have information in it in order to complete a search. The search fields include:*

- Provider:
- Date of Screening / Assessment
- CIN:
- Last Name:
- First Name:
- DOB:
- Type of Screen / Assessment:
- Indicated LOC/WM:
- Actual LOC/WM:

*A minimum amount of information is needed to complete a search.*

In the following slides we will use these fields search for client(s). If the user has multiple points of data on a client, enter all the data points for the client that is being sought. This will reduce the number of clients returned in the query but more importantly, seeing only the client you need to see reduces accidental breaches of Protected Health Information (PHI). This application is designed to limit the client information you can see to the clinic that the user has been assigned. If you can see client PHI that you feel should be restricted to you as a user please contact your program coordinator immediately.



**Search** | **Data Entry** | **Reports** | **Generate State File** | **Administration**

Welcome: Anthony [Log Out](#)

**Search Criteria** [Search](#) [Cancel](#) ▲

**Provider:**  
Treating Provider ▼

**Date of Screening / Assessment:**  
From:  To:

**Include Submitted Episode(s):**

**Last Name:**  **First Name:**  **DOB:**

**Indicated LOC/WM:** Indicated LOC/WM ▼ **Actual LOC/WM:** Actual LOC/WM placement decision ▼

**Provider List:**

- Treating Provider
- Aegis Hesperia (3657)
- Aegis Ontario (3656)
- Aegis Redlands (TBD)
- Barstow Community Counseling (3681)
- Big Bear Center for Change (8632)
- Cedar House Outpatient (3645)
- Cedar House RES/WM (3640)
- CVRRC (3678)
- Fontana CHOICE (8625)
- Fontana Drug Court (3682)
- HDCA&F Barstow (8631)
- HDCA&F Victorville (3634)
- IBHS Outpatient (3666)
- IVRS RES/WM (0021)
- IVRS San Bernardino Outpatient (8619)
- IVRS Upland Outpatient (0025)
- Joshua Tree Drug Court (8629)
- Maple House RES (3676)
- Mariposa Community Counseling (3699)
- Matrix (3615)
- MFI SACHS "G" Street (TBD)
- MFI SACHS 3rd Street (8966)
- Needles Center for Change (3608)
- PRIDE (3628)
- RBATS (3601)
- San Bernardino Center for Change (3639)
- SARC (3601S)
- SJOG Outpatient (3660)
- SJOG RES/WM (0040)

Choose the provider that completed the ASAM Screen/Assessment for the client the you are seeking. Click [Search](#)

Search | Data Entry | Reports | Generate State File | Administration

Welcome: Anthony Log Out

**Search Criteria** Search Cancel ▲

**Provider:** Aegis Ontario (3656) ▼ **Date of Screening / Assessment:** From: [ ] To: [ ] **Include Submitted Episode(s):**

**CIN:** [ ] **Last Name:** [ ] **First Name:** [ ] **DOB:** [ ]

**Type of Screen / Assessment:** Type of Screen/Assessment ▼ **Indicated LOC/WM:** Indicated LOC/WM ▼ **Actual LOC/WM:** Actual LOC/WM placement decision ▼

**Search Result** ▲

Total (2) Client(s) Prev 1 Next Records per page: Show Default ▼

76543210A - Drink, Brandy (4/7/1988) Add Episode

Date	Record Type	Indicated LOC	Actual LOC	LOC Actual Reason for Difference	Provider
11/8/2018	Initial Assessment	Narcotic Tx Program/Opiate Tx Program	Narcotic Tx Program/Opiate Tx Program	Not applicable - no difference	Aegis Ontario (3656)

- Duck, Daffy (6/26/1985) Add Episode

Date	Record Type	Indicated LOC	Actual LOC	LOC Actual Reason for Difference	Provider
9/27/2018	Brief Initial Screen	1 Outpatient	2.5 Partial Hospitalization	Lack of insurance / payment source	Aegis Ontario (3656)

Within a year some providers will have hundreds of client entry's. This criteria will return the largest data set for a single clinic to review when seeking one client. Notice Daffy Duck was placed in higher level of care than was required.

By entering **Brief Initial Screen** in the search box titled **Type of Screen / Assessment** you will also return many more results than can be shown. There are 12 results in this query.

The screenshot shows a web application interface with a navigation bar at the top containing 'Search', 'Data Entry', 'Reports', 'Generate State File', and 'Administration'. A user greeting 'Welcome: Anthony Log Out' is visible in the top right. Below the navigation bar is a 'Search Criteria' form with several fields: 'Treating Provider' (dropdown), 'CIN' (text), 'Date of Screening / Assessment' (From/To), 'Last Name', 'First Name', 'DOB', 'Include Submitted Episode(s)' (checkbox), 'Type of Screen / Assessment' (dropdown, circled in blue), 'Indicated LOC/WM' (dropdown), and 'Actual LOC/WM' (dropdown). Below the form is a 'Search Result' section showing 'Total (12) Client(s)' (circled in blue) and a table of results. The table has columns for Date, Record Type, Indicated LOC, Actual LOC, LOC Actual Reason for Difference, and Provider. The results list 12 clients, each with their name and date of birth, and a table of their screening and assessment records.

Date	Record Type	Indicated LOC	Actual LOC	LOC Actual Reason for Difference	Provider
<b>hunny, bugz (7/19/1989)</b>					
9/12/2018	Brief Initial Screen	Narcotic Tx Program/Opiate Tx Program	2.5 Partial Hospitalization	Lack of insurance / payment source	STAR (3697)
<b>- Cowell, Simon (5/16/1963)</b>					
10/1/2018	Brief Initial Screen	3.2-WM Clinically managed residential WM	3.2-WM Clinically managed residential WM	Not applicable - no difference	SARC (3601S)
<b>87654321A - Doe, John (1/1/1963)</b>					
11/8/2018	Brief Initial Screen	2.1 Intensive Outpatient	2.1 Intensive Outpatient	Not applicable - no difference	SARC (3601S)
<b>- Duck, Daffy (6/26/1985)</b>					
9/27/2018	Brief Initial Screen	1 Outpatient	2.5 Partial Hospitalization	Lack of insurance / payment source	Aegis Ontario (3656)
9/25/2018	Brief Initial Screen	1 Outpatient	2.1 Intensive Outpatient	Family responsibility	SARC (3601S)
<b>- Jones, Sarah (3/17/1989)</b>					
10/1/2018	Brief Initial Screen	1 Outpatient	1 Outpatient	Not applicable - no difference	SARC (3601S)
<b>- Lovato, Demi (11/1/1987)</b>					
10/1/2018	Brief Initial Screen	2.1 Intensive Outpatient	2.1 Intensive Outpatient	Not applicable - no difference	SARC (3601S)
<b>- Martian, Marvin (6/6/1966)</b>					
10/1/2018	Brief Initial Screen	Narcotic Tx Program/Opiate Tx Program	Narcotic Tx Program/Opiate Tx Program	Not applicable - no difference	SARC (3601S)
<b>- Saur, Dino (9/2/2000)</b>					
10/1/2018	Brief Initial Screen	2.1 Intensive Outpatient	2.1 Intensive Outpatient	Not applicable - no difference	SARC (3601S)

A minimum number of search criteria will return the greatest number of results. This situation should be avoided in most situations. Entering more criteria narrows the results.

**Search** | Data Entry | Reports | Generate State File | Administration

Welcome: Anthony **Log Out**

**Search Criteria** Search Cancel ▲

**Provider:** Aegis Ontario (3656) ▼ **Date of Screening / Assessment:** From:  To:  **Include Submitted Episode(s):**

**CIN:**  **Last Name:** Duck **First Name:** Daffy **DOB:** 6/26/1985

**Type of Screen / Assessment:** Brief Initial Screen ▼ **Indicated LOC/WM:** Indicated LOC/WM ▼ **Actual LOC/WM:** Actual LOC/WM placement decision ▼

**Search Result** ▲

Total (1) Client(s) Prev 1 Next Records per page: Show Default ▼

- **Duck, Daffy (6/26/1985)** Add Episode

Date	Record Type	Indicated LOC	Actual LOC	LOC Actual Reason for Difference	Provider
🔒 9/27/2018	Brief Initial Screen	1 Outpatient	2.5 Partial Hospitalization	Lack of insurance / payment source	Aegis Ontario (3656)

*By entering Provider, Last Name, First Name, and DOB only one result is returned. This is the ideal way to search for clients. Any combination of search criteria can be entered to narrow the number of results that are returned.*

This has been a basic over view of how to enter data into San Bernardino County's ASAM LOC (Level of Care) application. The developers may have included features to this application unknown to SUDRS staff and administration. While using this application SUDRS staff and administration may not have answers to user concerns. Please document any PHI breach concerns or discoveries by writing them down and forwarding them the your program coordinator for review.

# Discussion Questions

# End Thanks