

## **Adult Community Clinical Services ACCS Clinical Documentation Requirements**

ACCS providers may continue to use the MSDP form set and/or current EHR systems. The assessment, treatment planning and documentation requirements can be met by one or more of the following options:

- Utilizing “recall” values from other clinical documentation (e.g. BH CP assessments)
- Modifying existing EHR systems or paper forms to include new requirements.
- Developing an addendum document that includes all required elements.

All clinical documentation, including new ACCS requirements, must be available in the record to staff delivering services in a manner that allows for the integration and use of this information.

The additional ACCS documentation requirements include:

### Assessment

- Addictive Behavior and Substance Abuse History
  - Select a SBIRT screening tool and include all elements in the assessment or addendum document.
- Risk for Violence/Criminal Justice Involvement
  - Include risk for physical violence items from the DMH Community Risk Identification Tool into the assessment and/or addendum document.
  - Use the HCR-20 (Mental Health, Law and Policy Institute, Simon Fraser University) as the assessment tool for clients with a positive screen.
- Risk for Suicide
  - Include the Columbia Scale to screen and assess for risk of suicide in the assessment or addendum document.
- Replace “Assessed Needs Checklist” with the Self Sufficiency Matrix, including:
  - 1-5 scale for each domain.
  - “PD” – Person Desires Change Now (from the Assessed Need Checklist).
  - Add the “Transition/Level of Care Change/Aftercare/Discharge Plan” section of the Individualized Action Plan to the assessment or addendum document. (These sections currently exist in the IAP and IAP Update documents).

### Treatment Plan

- Add “Reason for Referral” and “Barriers to Transition”

### Monthly Note

- Utilize the existing MSDP Monthly Progress Note Summary (replace this form with the service note that is currently used).
  - Develop policies and procedures addressing record documentation identify how information is gathered and documented during the month about interventions to inform the preparation of monthly notes and Rehab Option claiming.
  - Include measurable data in the description of progress toward goals identifies the number of Rehab billable days.