

## **Options and Definitions for Discharge Reason For Mental Health (MH) and Substance Abuse (SA)**

### **◆ Admin Closure of Non-Clinical Episode**

MH: Used when closing the Financial Episode, and when closing 00001 - MH Preadmission Episode or Integrated Care Clinic Episode upon opening client to a clinical program's reporting unit.

SA: Not for SA use.

### **◆ Client Did Not Attend Intake Appointment**

MH: Client requested or was referred for services but cancelled or did not show for orientation or assessment and did not reschedule.

SA: Client requested services but cancelled or did not show for the intake appointment.

### **◆ Client Did Not Complete Intake Process**

MH: Client requested services and showed for orientation or assessment appointment but did not complete intake process (assessment + treatment plan) or presented at the Crisis Services Unit (CSU) and did not stay to complete a crisis evaluation.

SA: Client requested services but did not complete the intake process.

### **◆ Client Ended Treatment Early; Goals Partially Met**

#### ***In Avatar: Clt Ended Tx Early; Goals Partially Met***

MH: After completing the intake process (assessment + treatment plan) and engaging in services, client informed the Mental Health Plan (MHP) that s/he chooses not to continue MH treatment, after some progress toward treatment goals has been made.

SA: After completing the intake process, client informed SA provider that s/he chooses not to complete the SA treatment program with treatment goals only partially met.

### **◆ Client Ended Treatment Early; No Improvement**

#### ***In Avatar: Client Ended Tx Early, No Improvement***

MH: After completing the intake process (assessment + treatment plan) and engaging in services, client informed MHP that s/he chooses not to continue MH treatment, with no progress made toward treatment goals.

SA: After completing the intake process, client informed SA provider that s/he chooses not to complete the SA treatment program, with no progress made toward treatment goals.

### **◆ CSU Discharge to ED**

MH: Only for use by Crisis Services Unit (CSU) when client is discharged to a medical hospital emergency department (ED) for medical evaluation or treatment.

SA: Not for SA use.

### **◆ Deceased**

◆ **Does Not Meet SMHS Criteria**

MH: An assessment was started or completed, and client does not meet Medical Necessity (MN) criteria at all, or client does not meet Specialty Mental Health Services (SMHS) criteria and level of care is mild to moderate, so client was referred to services outside of the MHP. Would be used anytime a NOA-A is required.

Examples: Initial assessment at outpatient, didn't meet SMHS criteria, referred to Beacon; or meds-only client assessed for annual, no longer meets MN & will be referred to primary care and closed to MHP.

SA: Not for SA use.

◆ **Facility D/C Due to Medical Condition**

Used when client is being discharged from a mental health residential facility due to a primary medical issue that requires hospitalization for medical treatment.

Example: ICS client who is placed at Psynergy ABC is hospitalized for heart surgery for 3 weeks and Psynergy will not be able to hold the bed and is therefore discharging to their RU while ICS's episode remains open.

◆ **Incarcerated**

Used when client's incarceration or detention prevents MHP or SA from providing continuing services.

◆ **Ineligible for Services**

MH: Client does not meet target population due to fiscal/insurance reasons (i.e., has Medi-Cal through another county, has private insurance, etc.).

SA: Not for SA use.

◆ **Moved Out of Solano County**

MH: Client moved out of Solano County (could be used both for clients who close to MHP and clients who transfer to program at the same level of care that can provide services to out-of-county clients who still have Solano Medi-Cal). To be used only if the reason for the move is not clinical. If reason for the move is clinical, use one of the Transfer options.

Examples: Foster youth is moved to a relative's home in another county but remains under Solano County jurisdiction with Solano County Medi-Cal and is referred by FCTU to Seneca KAS program; adult client moves to live with a relative in another county and switches Medi-Cal to the other county.

SA: Client moved out of Solano County.

◆ **Non-Amenable for SA Treatment**

MH: Not for MH use.

SA: Used specifically for Drug Court clients.

◆ **Other**

Please use only as a last resort only if no other option applies.

◆ **Psychiatric Hospital Admission**

MH: Used primarily by CSU when client is placed in a psychiatric hospital directly from CSU.

SA: Used when psychiatric hospitalization prevents client from participating in SA treatment.

◆ **Successful Completion**

MH: Client with an authorized Client Services Plan has met treatment goals, and client and PSC mutually agree to close client to the MHP. If client will remain open to the MHP and be transferred to another program, please use one of the Transfer options.

SA: Client has met treatment goals and successfully completed SA treatment program.

◆ **Successful Completion of Short-Term MH Service**

*In Avatar: Successful Completion of Short-Term Svc*

MH: Used by non-PSC (non-cycle-setter) time-limited programs like BACS PEP, Seneca TBS, Crisis Residential Treatment (CRT), Hospital Liaison. Also for use by CSU when client stabilizes at CSU and is discharged home.

SA: Not for SA use.

◆ **Transfer to Other SMHS After Assessment**

MH: Used only by CAT, FACT, or FCTU when client is referred to a different SMHS program within the MHP after an intake assessment is completed. Does not include post-assessment referrals to Beacon (see Does Not Meet SMHS Criteria).

Examples: Client opened to Fairfield Youth Outpatient for intake assessment completed by CAT, then client referred to Aldea; Client assessed by FACT or FCTU but does not meet FSP criteria and is referred to an ICC/outpatient clinic.

SA: Not for SA use.

◆ **Transfer to Same LOC**

MH: Client does not require a change in level of care (LOC) but is transferring and will be served by another SMHS program within the MHP.

Examples: Client moves from Vallejo to Fairfield and asks to have services transferred from the Vallejo outpatient clinic to the Fairfield outpatient clinic; Client has been served through a 0-5 program and has aged out, but continues to need services, so is referred to a program that serves clients 6 and older.

SA: Client is transferring to a different SA program of the same level of care.

◆ **Transfer With Decrease in LOC**

MH: Client has improved and is being served by a lower level of care SMHS program within the MHP.

Examples: Full Service Partnership (FSP) to outpatient, outpatient to Network Provider, step-down from adult residential program with ICS to community-based services, etc.

SA: Client is transferring to a lower level of care SA program.

◆ **Transfer With Increase in LOC**

MH: Client requires a higher level of services and is being served by a higher level of care SMHS program within the MHP. Includes child clients who are moved to an (Short-Term Residential Treatment Program (STRTP) due to an escalation of symptoms and/or behaviors.

Examples: Outpatient/ICC client transferred to FSP due to increased clinical need; foster youth being treated by Foster Care Treatment Unit (FCTU) is moved to an STRTP.

SA: Client is transferring to a higher level of care SA program.

◆ **Whereabouts Unknown**

MH: After engaging in services, client has not received treatment for program-defined timeframe and attempts to contact client have been unsuccessful.

Examples: ICC meds-only client has not come in for services for 6 months and clinic staff are unable to contact to schedule new appointment.

SA: After initially engaging in services, SA provider is unable to locate or contact client.

**Important Notes for MH staff:**

1. Every effort should be made to contact a client prior to completing a discharge.
2. When closing a case to the entire system, the Discharge Reason for the Clinical Coordinated Episode should **always** be the same as the Discharge Reason selected for the last open PSC reporting unit.
3. Due to space restraints, some of the options needed to be abbreviated in Avatar.

### Discharge Reason Crosswalk

Old Reasons for Discharge	New Reasons for Discharge
Age Ineligible	Transfer to Same LOC
Cannot Locate	A. Client Did Not Attend Intake Appointment, or B. Whereabouts Unknown
Client Dissatisfied	A. Client Did Not Attend Intake Appointment, or B. Client Did Not Complete Intake Process, or C. Client Ended Tx Early; Goals Partially Met, or D. Client Ended Tx Early; No Improvement
Client Withdrew: AWOL, AMA, No Improvement	A. Client Did Not Attend Intake Appointment, or B. Client Did Not Complete Intake Process, or C. Client Ended Tx Early; No Improvement, or D. Whereabouts Unknown
Client Withdrew: AWOL, AMA, TX Goals Partially Met	A. Client Did Not Complete Intake Process, or B. Client Ended Tx Early; Goals Partially Met, or C. Whereabouts Unknown
Consumer Choice / Schedule	A. Client Did Not Attend Intake Appointment, or B. Client Did Not Complete Intake Process, or C. Client Ended Tx Early; Goals Partially Met, or D. Client Ended Tx Early; No Improvement
Consumer Choice / Unspecified	A. Client Did Not Attend Intake Appointment, or B. Client Did Not Complete Intake Process, or C. Client Ended Tx Early; Goals Partially Met, or D. Client Ended Tx Early; No Improvement
Death	Deceased
Did Not Need Service	Does Not Meet SMHS Criteria
Discharged / Administrative Reasons	Admin Closure of Non-Clinical Episode
Discharged / Program Unilateral Decision	Eliminated
Hospitalized	A. Psychiatric Hospital Admission, or B. CSU Discharge to ED, or C. Facility D/C Due to Medical Condition
Incarceration	Incarcerated
Ineligible for Services	Ineligible for Services
Moved Out of Area	Moved Out of Solano County
Mutual Agreement / Goals Not Reached	Client Ended Tx Early; No Improvement
Mutual Agreement / Goals Reached	A. Successful Completion, or B. Successful Completion of Short-Term MH Service
Mutual Agreement/Goals Partially Reached	Client Ended Tx Early; Goals Partially Met

Old Reasons for Discharge	New Reasons for Discharge
No Follow Through	A. Client Did Not Attend Intake Appointment, or B. Client Did Not Complete Intake Process, or C. Client Ended Tx Early; Goals Partially Met, or D. Client Ended Tx Early; No Improvement, or E. Whereabouts Unknown
Non-Amenable for Treatment	Non-Amenable for SA Treatment
None	Eliminated
Other	Other
Patient Left Before Seen	A. Client Did Not Attend Intake Appointment, or B. Client Did Not Complete Intake Process
Transfer to Another Program	A. Transfer to Other SMHS After Assessment, B. Transfer to Same LOC, or C. Transfer With Decrease in LOC, or D. Transfer With Increase in LOC
Unknown	Eliminated

**Avatar Form:**

The screenshot shows a software interface for a 'Discharge (MH)' form. On the left, there is a sidebar with a 'Discharge' section containing 'Demographics', 'CSI', and 'OSHPD'. Below this is a 'Submit' button and an 'Online Documents' section with a yellow arrow pointing to it. The main form area contains several fields: 'Episode Number' (20), 'Date Of Discharge' (09/03/2014), 'Discharge Time' (05:00 PM), 'Discharge Day Of Week' (WEDNESDAY), 'Length Of Stay' (322), 'Discharge Reason' (None), 'Discharge Practitioner' (GENERAL,STAFF (000001)), 'Discharge Remarks/Comments' (empty text area), 'Hospital Discharge Instructions' (test), and 'Discharge Client Living Arrangement' (empty dropdown menu).