

County of San Diego Mental Health Plan  
**CHILD AND ADOLESCENT NEEDS AND  
CANS Sharing Confirmation in Client Plan**

2019

**COMPLETED BY:**

1. Licensed/Waivered Psychologist
2. Licensed/Registered/Waivered Clinicians
3. Licensed/Registered Professional Clinical Counselor
4. Physician (MD or DO)
5. Nurse Practitioner

**COMPLIANCE REQUIREMENTS:**

1. CANS certified clinical staff shall discuss assessment impressions with youth (over 12 yrs.) and caregiver(s) upon each completion of the SD-CANS assessment tool.
2. CANS assessment tool is completed at admission; UM cycle or every 6 months (whichever occurs first) and discharge.
3. CANS certified clinical staff shall share the CANS results with placing agency(ies) (Child Welfare Services or Probation) when client is a dependent or ward.

**DOCUMENTATION STANDARDS:**

1. Clinician shall document in the Client Plan on CANS Sharing Confirmation page the date and manner in which assessment/reassessment impressions were discussed with youth and family/caregivers.
2. The following items must be completed on the CANS Sharing Confirmation page in the Client Plan:
  - A. Confirm CANS Assessment information was incorporated in the Client Plan
  - B. Select the method of sharing CANS results with family (at minimum, one option must be selected):
    - a) Sharing CANS Family Letter
    - b) Sharing CANS assessment tool /results; indicate if it occurred as part of CFT meeting
    - c) Sharing CANS Assessment Summary (mHOMS report) discussion
    - d) Assessment / Reassessment impressions discussion
    - e) Reason for not discussing the Assessment/Reassessment impressions
3. Indicate if child/youth has involvement with CWS or Probation. CANS results must be provided to CWS or probation if client is dependent or ward which should be noted and dated.
4. CANS Sharing Confirmation page can be completed as a stand-alone assessment if verification of CANS sharing is not confirmed at the time of final approving the Client Plan.

\* For children/youth involved in Child Welfare Services (CWS), the California Department of Health Care Services (DHCS) disseminated an All County Letter (ACL) No. 18-85 mandating that the CANS assessments be shared between County placing agencies and Mental Health Plans (MHPs). The ACL identifies parameters around sharing specific CANS items. When an Authorization to Disclose Protected Health Information (including the 04-24A; 04-29) is in place, our local process allows for the providers to release the full CANS to the placing agency

*Note: Please see CANS Explanation Sheet for additional information.*