

TRANSFER IN SERVICE SCREEN

CD clients go through a continuum of care which means they will move from one level of care to the other. When all the levels of care that the client needs are provided at your own program, you will use the Transfer in Service function to record the ASAM Placements. If you have to send a client to another program for the appropriate level of care, you do not use this function. You either leave the client open or you discharge the client. Leave them open and put a note in their placement record comment area if you expect the client to return to you within 45 days. Discharge them if they are going to be gone for a longer time, they do not plan on coming back to your program, or they are going to some correctional facility that does not provide treatment.

Transfer in Service is part of the Placement record which can be accessed from the Admission screen for the client.

S. A. M. S. - Substance Abuse Management System - Montana D.P.H.H.S. Database: HSQADB Report Server: repsamsqa3004

Action Edit Query Block Record Field Help Window

SAMS1040F ADMISSIONS SAMS - Substance Abuse Management System USER NAME: C95075 02/24/2016 DATABASE: HSQADB

Provider: RIMROCK FOUNDATION # 202

Facility Name: Rimrock Foundation - Billings # 1

Client: MOUSE, MICKEY ADIS #

Account: 557889 Date: Age: 54 Sys Client Id: 606308

Save Exit/Cancel

Print Report Problem

Demographics 3-17 Treatment and Referral 18-26 Financial / Eligibility 27-32 Interim Services Critical Populations Audit

Admit ID: 10. County Of Residence: UNMARRIED

3. Admission Date: 11. Marital Status: UNMARRIED

5. Case Number: 12. Veteran?: NO

6. Birth Date: 01/01/1962 13. Living Arrangements:

7. Sex: MALE 14. Employment Status:

8. Race: WHITE 15. Detailed Not in Labor Force:

9. Ethnicity: NONHISP 16. Years of Education Completed: 8

17. a. Has the client participated in a self-help group, support group (e.g., A.A., N.A., etc) in the last 30 days?:

b. Attendance in last 30 days?:

Update Demographics from data on Client Screen

Insurance A.S.I. Diagnosis Services Six Month Follow Up

Eligibility Teen-ASI Placement Discharge Twelve Month Follow Up

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It is important to note that the admission must be complete, the ASI must be saved, and the Diagnosis must be entered or you will not be allowed to get into the Placement screen. In addition, you can only use the Transfer in Service if the client has at least one other placement such as an admission placement. When you click on the Placement button, the following screen will be displayed. The screen will be filled with the most current placement data. If the screen is blank, there is no existing placement and that one must be entered. If the client has a placement, click on the Transfer In Service button. A blank Placement screen will be displayed. See Section 7 of this manual for more information on placement. When you are done with the transfer, click on SAVE then Exit/Cancel.

Existing Placement Screen

The screenshot displays the SAMS Substance Abuse Management System interface. The title bar shows 'S. A. M. S. - Substance Abuse Management System - Montana D.P.H.H.S.' and 'Database: HSQADB'. The menu bar includes 'Action Edit Query Block Record Field Help Window'. The toolbar contains various icons for file operations and navigation. The status bar shows 'SAMS1071F SAMS - Substance Abuse Management System USER NAME: C95075 02/26/2016 DATABASE: HSQADB'.

The main window is titled 'Post Admission Data' and contains the following fields and buttons:

- Provider: RIMROCK FOUNDATION # 202 ADIS #: []
- Facility Name: Rimrock Foundation - Billings # 1 Sys Client Id: 606308
- Client: MOUSE, MICKEY Age at Admission: 54
- Account: 557890 Date: 01/01/2016
- Admission: 411382 Date: 01/01/2016

Buttons: Save, Exit/Cancel, Report Problem, Print, Print All Placements.

The 'ASAM' tab is selected, showing the following fields and buttons:

- ASAM ID: 531035
- ASAM Type: ADULT A.S.A.M.
- L.A.C. ID: 11515 Name: Albers, Kristine
- Client Status: Admission Date of Placement: 01/01/2016

Buttons: Transfer In Service

The 'Primary Placement' section contains:

- Level of Care Cd: 3.1 Code Desc: Low-Intensity Residential A.S.I.
- Type Of Care Cd: TRANSLVG Code Desc: INTERMEDIATE CARE Continued Stay Review

The 'Concurrent Placement' section contains:

- Level of Care Cd: [] Code Desc: []
- Type Of Care Cd: [] Code Desc: []

The 'Comments' section contains a large text area for entering notes.

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Transfer in Placement Screen

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Action Edit Query Block Record Field Help Window

SAMS1071F SAMS - Substance Abuse Management System USER NAME: C95075 02/26/2016 DATABASE: HSQADB

Post Admission Data

Provider: RIMROCK FOUNDATION # 202 ADIS #:
Facility Name: Rimrock Foundation - Billings # 1 Sys Client Id: 606308
Client: MOUSE, MICKEY Age at Admission: 54
Account: 557890 Date: 01/01/2016 Save Exit/Cancel Report Problem
Admission: 411382 Date: 01/01/2016 Print Print All Placements

ASAM Audit

ASAM ID: 531035
ASAM Type: ADULT A.S.A.M. L.A.C. ID: 11515 Name: Albers, Kristine
Client Status: Admission Date of Placement: 01/10/2016 Transfer In Service

Primary Placement

Level of Care Cd: 2.5 Code Desc: Partial Hospitalization A. S. I.
Type Of Care Cd: TRANSLVG Code Desc: INTERMEDIATE CARE Continued Stay Review

Concurrent Placement

Level of Care Cd: Code Desc:
Type Of Care Cd: Code Desc:

Comments