LEVEL OF CARE ASSESSMENT COMPONENTS

The SCA must ensure that all assessment tools for determining LOC include the following components:

- **education**: literacy, degree to which the alcohol/drug problem has interfered with education
- **employment**: degree to which the drug/alcohol problem interferes with employment; are you currently working, what is your job (e.g., DOT)
- **military**: eligibility for VA benefits, combat experience/potential trauma issues
- **physical health**: chronic and current acute medical conditions; past and present medications, are medications taken as prescribed, pregnancy, TB assessment questions;
  - Have you traveled extensively (more than 4 weeks) outside the U.S. in the last five years to high TB-incidence areas (Asia, Africa, South America, Central America)?
  - Are you a recent immigrant (within the past 5 years) from a high TB-risk foreign country (includes countries in Asia, Africa, South America, and Central America)?
  - Have you resided in any of these facilities in the past year: jails, prisons, shelters, nursing homes and other long-term care facilities such as rehabilitation centers?
    *If residents of any of these facilities were tested within the past three months, they don’t need to have their risk for TB reassessed.
  - Have you had any close contact with someone diagnosed with TB?
  - Have you been homeless within the past year?
  - Have you ever been an injection drug user?
  - Do you or anyone in your household, currently have the following symptoms, such as a sustained cough for two or more weeks, coughing up blood, fever/chills, loss of appetite, unexplained weight loss, fatigue, night sweats?
- **drug and alcohol**: type and frequency, date of last use, amount and route of administration, length, patterns and progression of use, impact on behavior and relationships with others;
- **abstinence and recovery periods**: treatment history, support systems, clean time – when and how;
- **behavioral and emotional**: mental health symptoms, involvement in mental health treatment/hospitalizations, suicidal/homicidal ideations or attempts, psychotropic medications;
- **family/social/sexual**: child custody/visitation, childcare arrangements, sexual orientation;
- **spiritual**: spiritual/religious preference;
- **living arrangements**: current living arrangements, recovery environment;
- **abuse**: history of any abuse yes/no, issues that might impact placement
- **legal**: probation/parole status, conviction record to include disposition, current charges;
- **gambling**: lack of control in frequency of betting, lack of control over amount bet, lying about how much is bet
- **potential barriers to treatment**: other areas that may impact treatment (i.e. transportation, cultural/language, childcare needs);
- **assessment summary**: clinical impressions, special needs considerations
WITS Case Management Requirements:

The SCA and its contracted case management providers are required to complete the following components in PA WITS for every client receiving case management services, including level of care assessment:

1) Client Profile  
2) Intake  
3) Screening Tool  
4) ASAM  
5) Program Enrollment (only for clients receiving ongoing case management, other than screening & assessment)  
6) Documentation of interim services using miscellaneous notes, if applicable  
7) Case Management Notes, including admission and discharge notes, will be completed utilizing the encounter notes. Notes must adequately describe the nature and extent of each contact to include the following:
   a. Information gathered about the individual,  
   b. Analysis of the information to identify the individual’s treatment and non-treatment needs,  
   c. Action to be taken to meet the individual’s treatment and non-treatment needs, and  
   d. Case manager’s signature or initials and date.

8) SOR GPRA for individuals with an OUD receiving SOR funded treatment or treatment-related services.

Items 1-7 above must be entered into PA WITS within 7 days of the date the service was delivered. Please note that timeframes for entry of the SOR GPRA are outlined in the SOR GPRA FAQ.