

## 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.