



Baseline Clinical Assessments in TIER® Workflow®

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Discussion

Behavioral health organizations utilize a wide variety of clinical assessment methods and related forms. The assessment process and forms should be carefully designed in accordance with the organization's service system design and related service delivery process. A well-designed clinical assessment process is the basis for determining scope of depth of problems and needs presented by individuals at time of intake and admission. In addition, JCAHO, CARF, and COA require that organizations formalize their clinical assessment process(s) including baseline assessments for each treatment program.

The clinical assessment process included with the Service Delivery component of TIER® Workflow is organized under two domains: **Baseline Assessments** and **Special Assessments**. Each domain consists of nine assessment forms that can be used with both mental health and substance abuse patients. The face sheet for Assessments is included below:

The screenshot displays the 'Client Facesheet' application window. At the top, there is an 'Options' bar with icons for print, save, and close. Below this is a form for client information: 'First Name', 'MI', 'Last Name', and 'Client ID', with 'Save' and 'Close' buttons. A navigation menu contains buttons for 'Demographics', 'Admission', 'Treatment Planning', 'Functions', 'Admission Documentation', 'Assessments', 'Progress Notes', and 'Discharge Planning'. The main area is divided into three sections: a left sidebar with buttons for 'PreAdmission Screening', 'Intake Assessment', 'Registration Information', 'Treatment Contract', 'Follow-Up Action', 'Valuables Inventory', 'Document Verification', 'UR Admission Review', and 'Release of Information'; a central 'Baseline Assessments' section with buttons for 'Behavioral Health Screening', 'Brief Mental Status', 'Comprehensive Mental Status', 'History and Physical Exam', 'Nursing Assessment', 'Outpatient Medical Assessment', 'Psychiatric Evaluation', 'Social Assessment', and 'Substance Abuse Assessment'; and a right 'Special Assessments' section with buttons for 'Activity Assessment', 'Behavioral Advance Directives', 'Homicide Risk Assessment', 'Life Skills Assessment', 'Nutritional Assessment', 'OT Assessment', 'Psychological Evaluation', 'Suicide Risk Assessment', and 'Trauma Screening'. At the bottom of each assessment section are small tables with columns for 'Date' and the assessment name.

It is not assumed that all nine baseline clinical assessments need to be completed for each patient or by each treatment program. For example, the **Outpatient Medical Assessment** is designed for use by organizations that provide any type or level of outpatient treatment; whereas, the **History and Physical Exam** is designed for use with inpatient and residential treatment programs. The **Behavioral Health Screening** form can be used in conjunction with the intake assessment to further determine, based in intensity and severity of presenting problems, behavior and previous response to treatment, the need for treatment services and setting. In addition, both a **Brief Mental Status** and a **Comprehensive Mental Status** assessment are included. The brief assessment can be used in outpatient treatment, whereas, the comprehensive assessment can be used with inpatient or residential treatment programs or with individuals in outpatient treatment services who present more significant psychiatric symptoms or behavior. Note also that an **Assessment Update** form is included so that the original completed assessments can be updated. The original assessments can also be copied and updated if a more substantial update is needed.

All nine special clinical assessments also do not need to be completed for each patient or by each treatment program. For example, the **Life Skills Assessment** is designed for use with patients who present problems with life skills functioning. Similarly, the **OT Assessment** can be used with patients who present problems in cognitive or sensory or motor functioning. A **Suicide Risk** and **Homicide Risk Assessment** are included for use with patients who express lethality ideation or behavior.

Special Assessments can be used as follow up to the baseline assessments to further assess intensity and severity of problems, behavior and need for more extended treatment services. The **Behavioral Advance Directive** and **Trauma Screening** assessments are designed for use in conjunction with special procedures such as restraint and seclusion (Refer to Special Procedures under this section of the manual). In addition, the Trauma Screening can be used to assess patients who have been victims of abuse regardless of potential need for use of a special procedure. Note that an **Assessment Update** form is also included so that the original completed assessments can be updated. The original assessments can also be copied and updated if a more substantial update is needed. The sequence of special assessment process activities can be described in the organization's workflow process for each treatment program.

The nine special assessments can be expanded based on the organization's program design and service delivery requirements. New assessments can be added and/or the existing assessments modified. For example, standardized clinical assessments can be added such as a special education assessment or a vocational rehabilitation assessment. In addition, assessments that can be used for both clinical and outcome measurement purposes are included under the Quality Management component of TIER[®] Workflow. However, note that many of these assessments are proprietary and thus may require permission from the authors.

The sequence of assessment process activities can be incorporated into the organization's workflow process for each treatment program. Those organizations accredited by JCAHO can include this information in their Programs' Scope of Services or equivalent program planning narratives. It is recommended that the organization develop a comprehensive flow chart of its service delivery process(s) from preadmission – discharge/continuing care.

The nine basic assessments can be expanded based on the organization's program design and service delivery requirements. New assessments can be added and/or the existing assessments modified. For example, standardized clinical assessments can be added such as the Beck Depression Scale or the MOS 36SF. A review of clinical assessments that can be used for both clinical and outcome measurement purposes is included under the Quality Management component of TIER[®] Workflow. However, note that many of these assessments are proprietary and thus may require permission from the authors.

Conclusion

The Baseline Clinical Assessments are provided in TIER[®] to assist organizations with completion of basic assessment activities typically associated with Level 2-3 treatment services in all settings. These assessments have been developed from a generic approach but can be customized and modified to fit any organization's requirements. Reports can also be generated to retrieve key assessment findings and information. Data collected from baseline assessments can also be integrated with quality management performance monitoring activities (see Performance Monitoring under the Quality Management Component of TIER[®] Workflow).