Child and Adolescent Needs and Strengths (CANS)

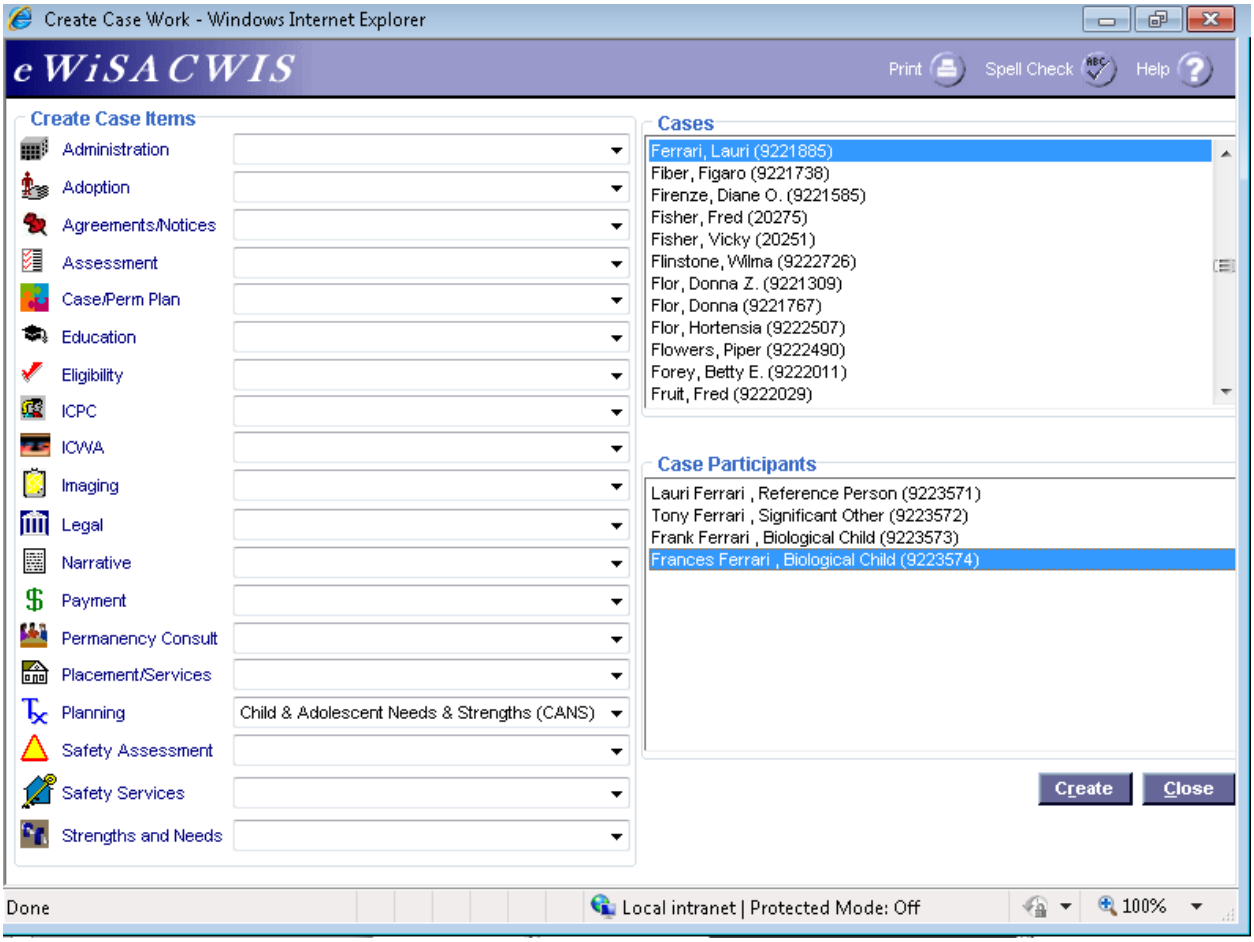
Note: In order to create a CANS, an assignment to the case is needed. Multiple workers can update a CANS. Additionally, a CANS does not need to be fully complete in order to save.

Creating an Initial CANS

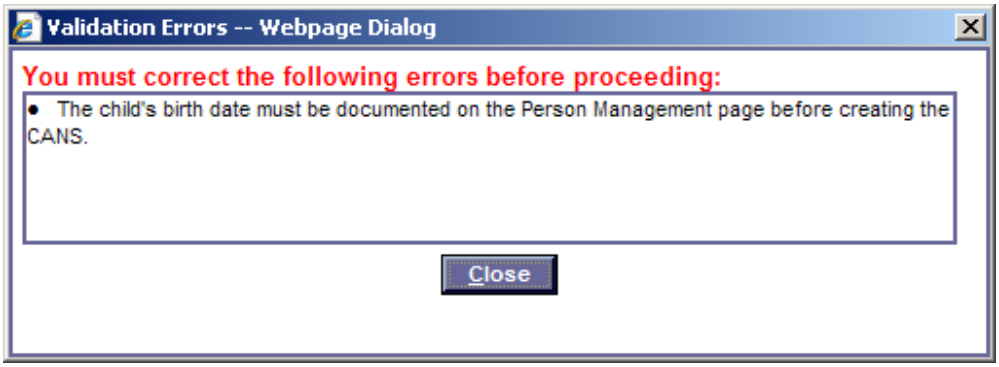
1. From the desktop, go up to Create > Case Work or click the Case Work hot button

. This will open the Create Case Work page.

2. On the Create Case Work page, select Child & Adolescent Needs & Strengths (CANS) from the Planning drop-down. Select the appropriate Case and the Case Participant. Click Create. This will open the Child & Adolescent Needs & Strengths (CANS) page.



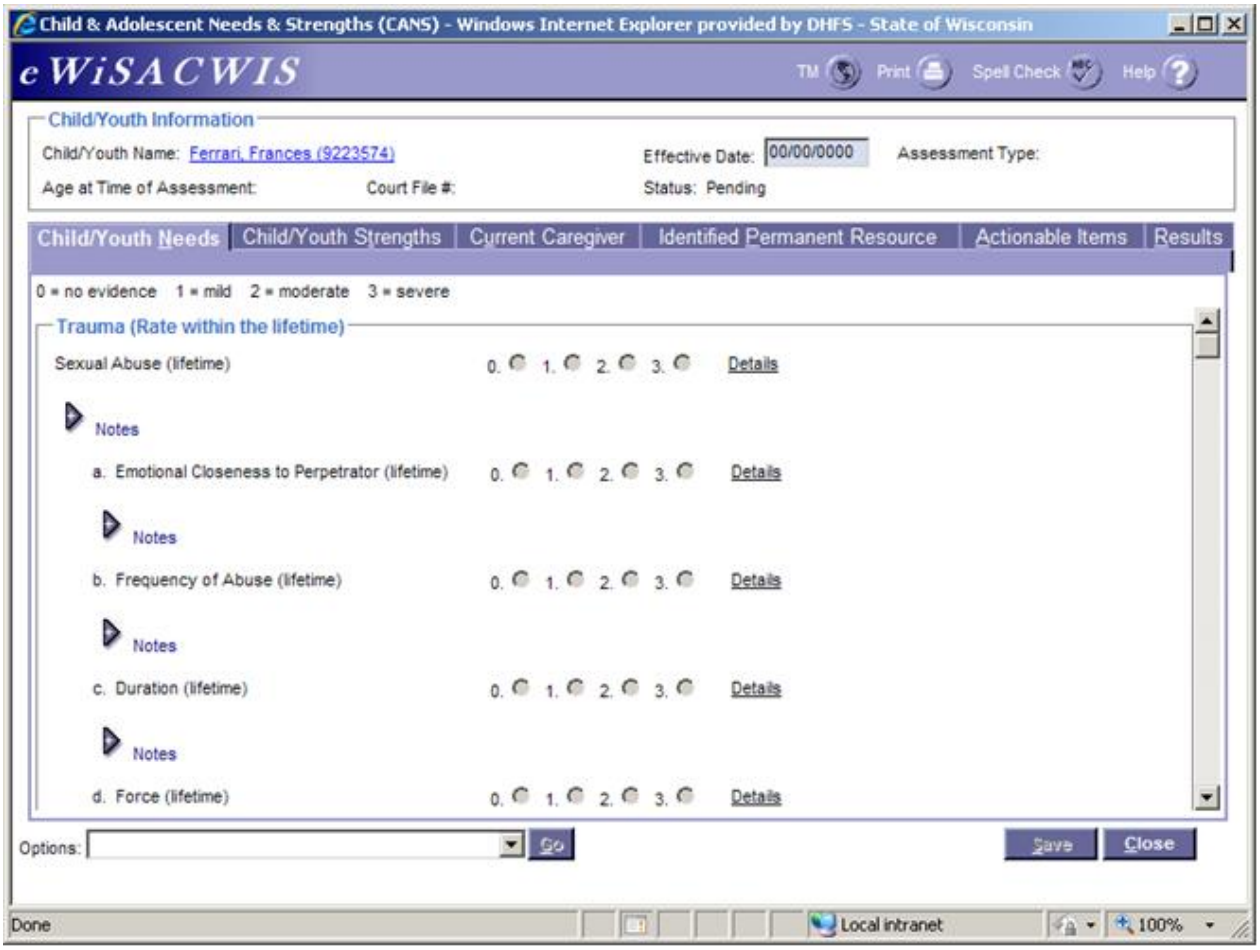
Note: If the child's birth date is not documented on the Person Management page, you will be prevented from creating a CANS.



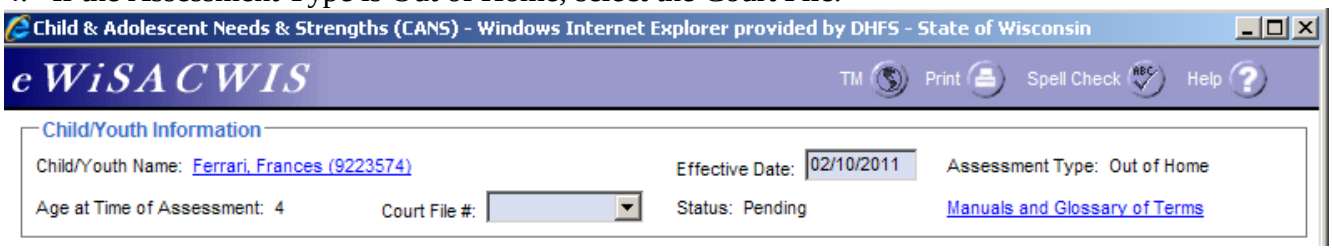
3. The Child & Adolescent Needs & Strengths (CANS) page contains the Child/Youth Information group box. The group box shows the child's/youth's name, effective date, assessment type, age at time of assessment, court file #, status, and a hyperlink to the CANS manual and glossary of terms. Enter the Effective Date of the CANS.

   Note: The Effective Date cannot be the same as or prior to the effective date of another CANS.

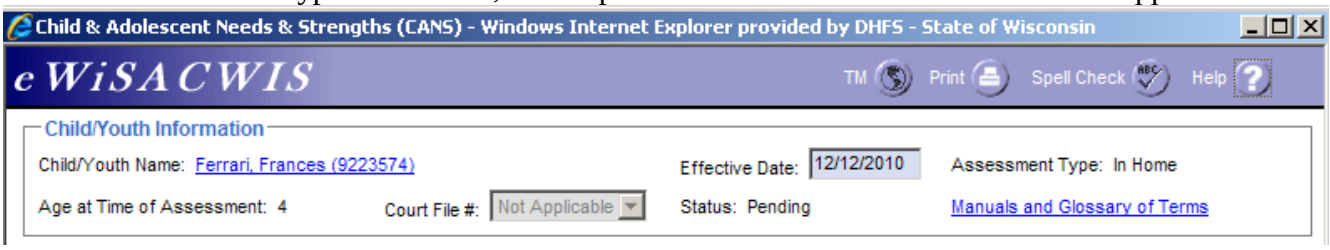
   - Once the Effective Date is enter, eWiSACWIS will determine the Assessment Type. If an Out of Home Placement is documented for the child on the Effective Date of the CANS, the Assessment Type is Out of Home. If there is not an Out of Home Placement documented for the child on the Effective Date, the Assessment Type is In Home.
   - Additional, the Effective Date will determine the age of the child at the time of the CANS. Based on the child's age, you will see the questions for either the birth to 5 or 5 to 17 year CANS.



4. If the Assessment Type is Out of Home, select the Court File.



If the Assessment Type is In Home, the drop-down will be disabled and show 'Not Applicable.'

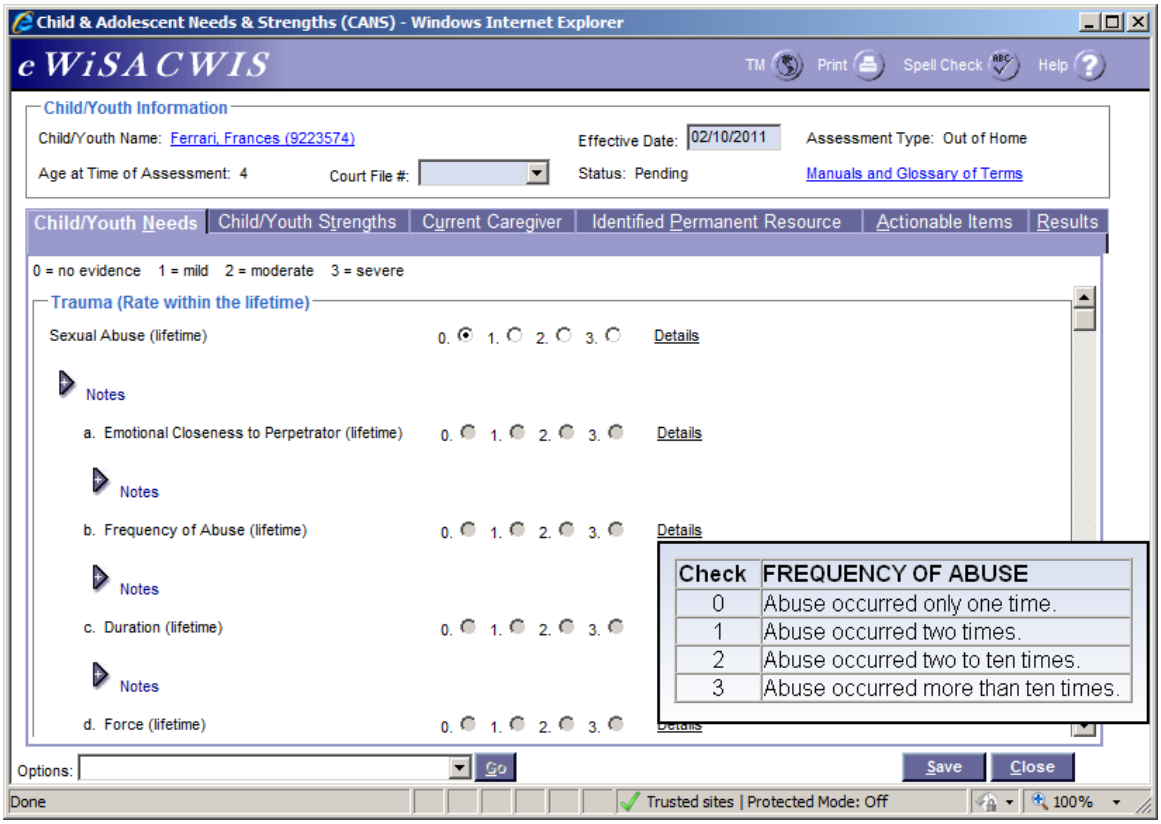


5. The Manuals and Glossary of Terms is a hyperlink to the Knowledge Web that contains these documents. The manual will be for the CANS version that is appropriate for the child's age at time of assessment.

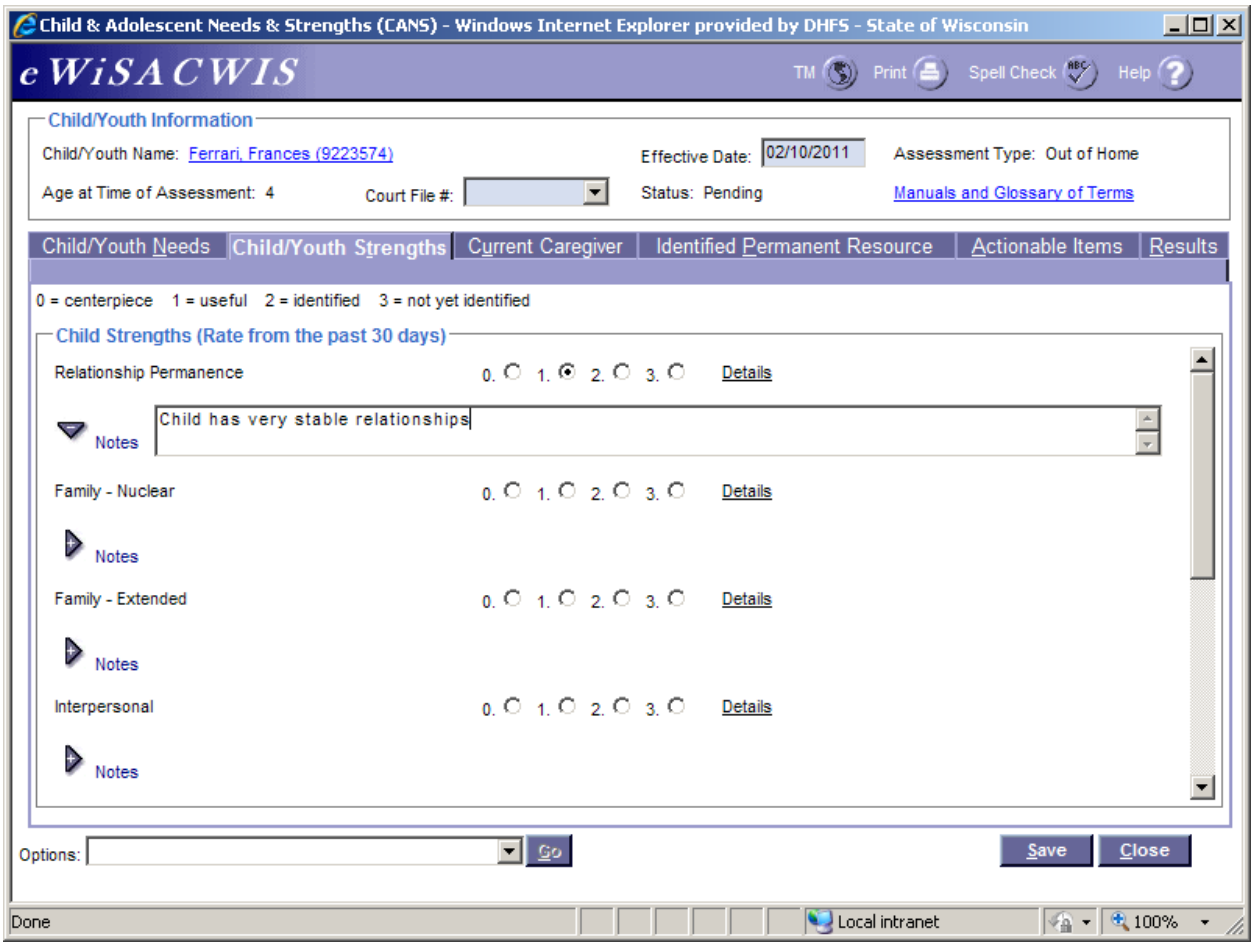
6. The first tab contains the CANS items relevant to the child's/youth's needs for the child's/youth's age group: birth to 5 or 5 to 17. The tab starts with a generic definition of the ratings scale (0, 1, 2 and 3) for the items listed on the tab that remains visible while scrolling up and down the tab: 0 = no evidence, 1 = mild, 2 = moderate, 3 = severe. Each item has a 4-level rating system followed by an optional narrative text field. There is no default rating for any of the items when completing an initial CANS. The system requires that each item have a rating before the CANS can be sent for supervisory approval. However, as long as the Effective Date has been entered, the CANS page can be saved at any time.

   Select a rating and enter any applicable notes in the narrative text field. A Details flare is available next to each item to display the definition specific to the item and guide you in choosing a rating.

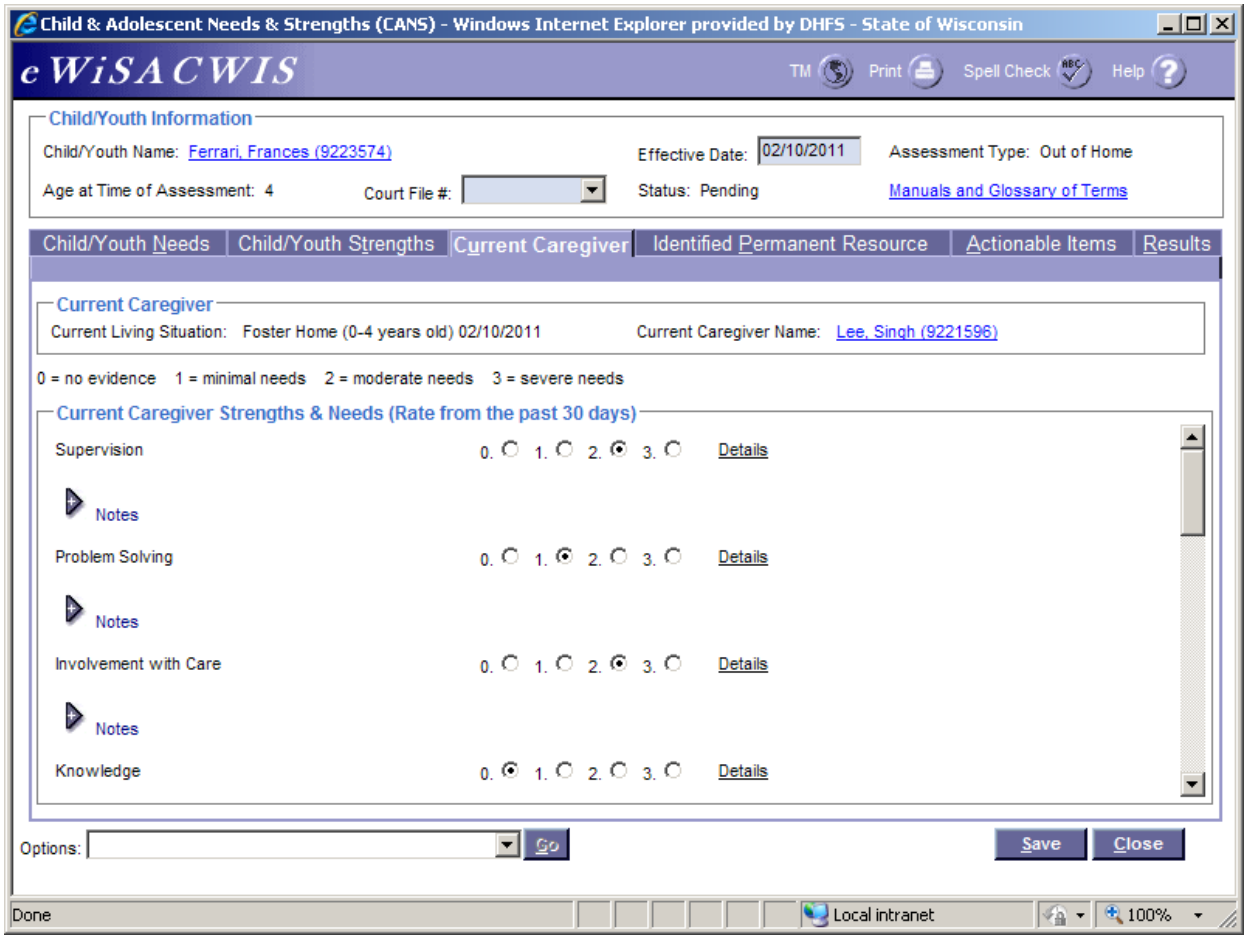
   Some of the items on this tab are further grouped into modules. Items belonging to the breakout module remain disabled until you select a rating of 1, 2, or 3 for the item that immediately precedes the module. Breakout modules are differentiated from other items on this tab using indentation and an a, b, c… numbering system.



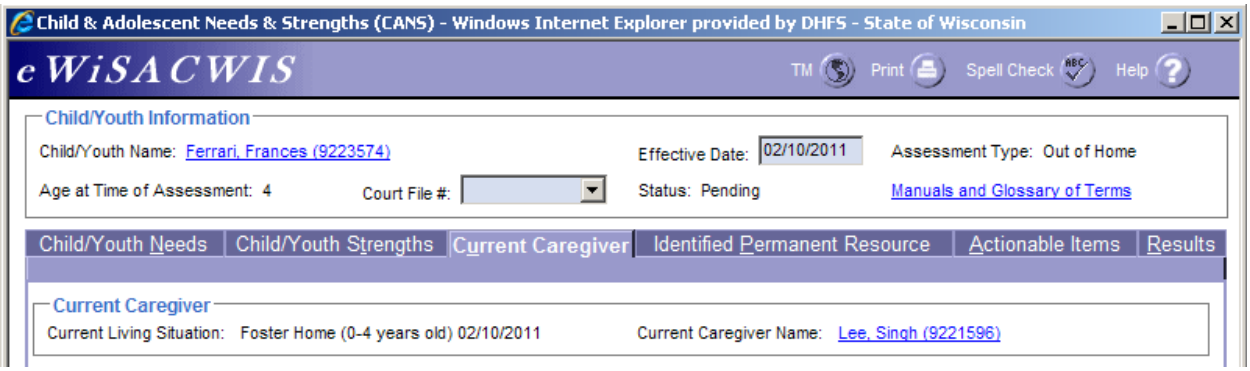
7. The second tab contains the CANS items relevant to the child's/youth's strengths for the child's/youth's age group. The tab starts with a generic definition of the ratings scale (0, 1, 2 and 3) for the items listed on the tab that remains visible while scrolling up and down the tab: 0 = centerpiece, 1 = useful, 2 = identified, 3 = not yet identified. Select the rating for each item and enter any applicable notes in the narrative text fields.



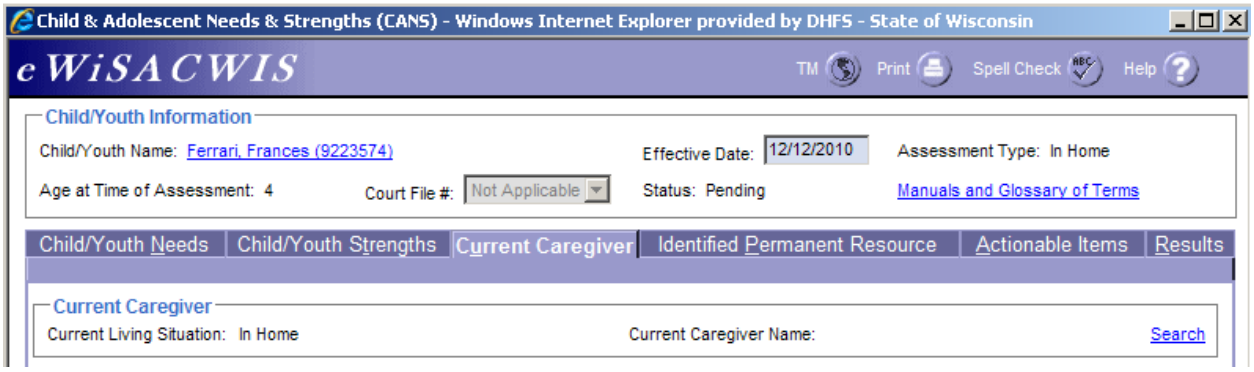
8. The Current Caregiver tab has the CANS items relevant to the current caregiver. The tab starts with a generic definition of the ratings scale (0, 1, 2 and 3) for the items listed on the tab that remains visible while scrolling up and down the tab: 0 = centerpiece, 1 = useful, 2 = identified, 3 = not yet identified. The Current Caregiver tab also contains items that require a rating. Select a rating and enter any applicable notes in the narrative text field. A Details flare is available next to each item to display the definition specific to the item and guide you in choosing a rating.



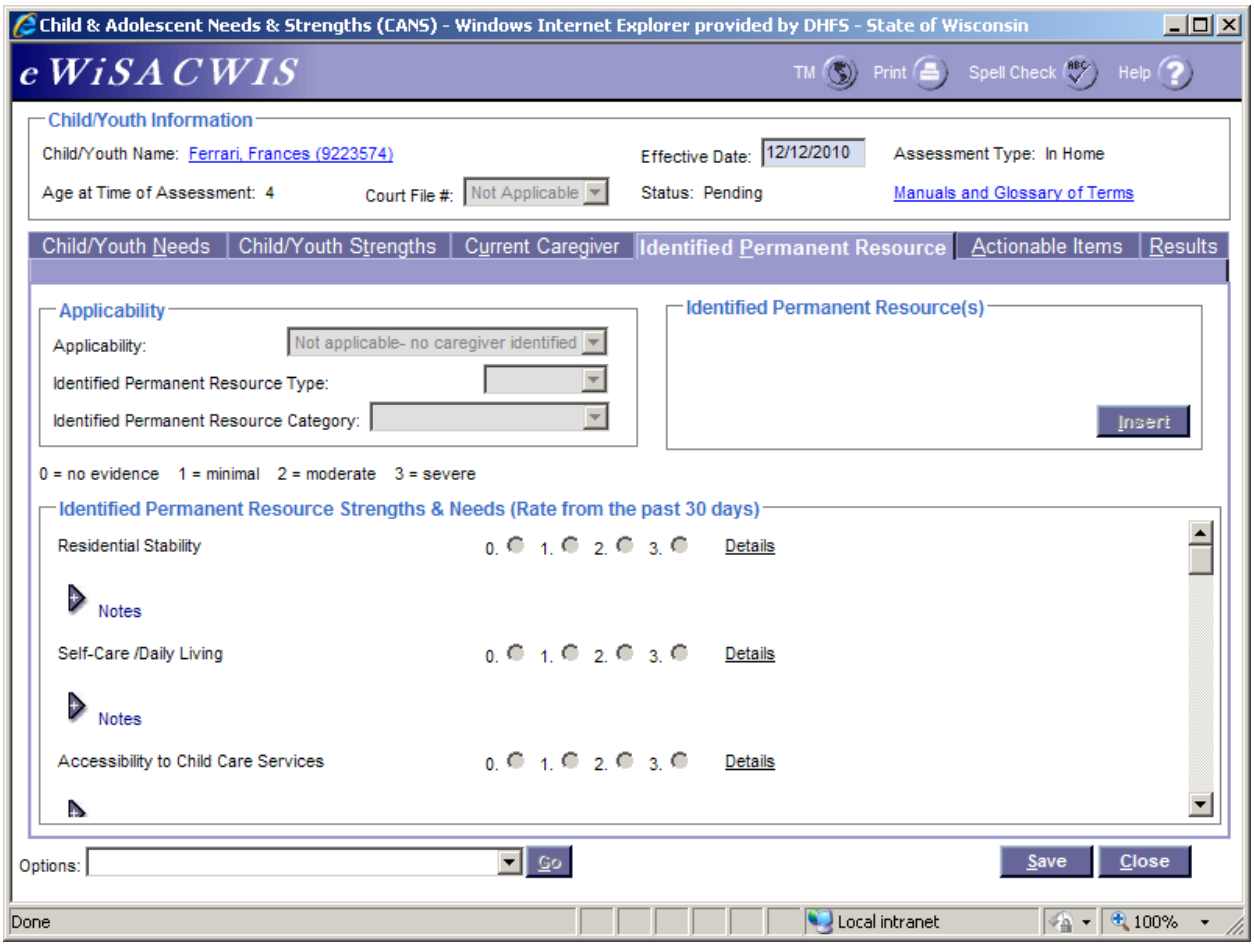
If the child is placed out of home, the Current Living Situation and Current Caregiver Name represent the Out of Home Placement service type and provider as of the CANS Effective Date.



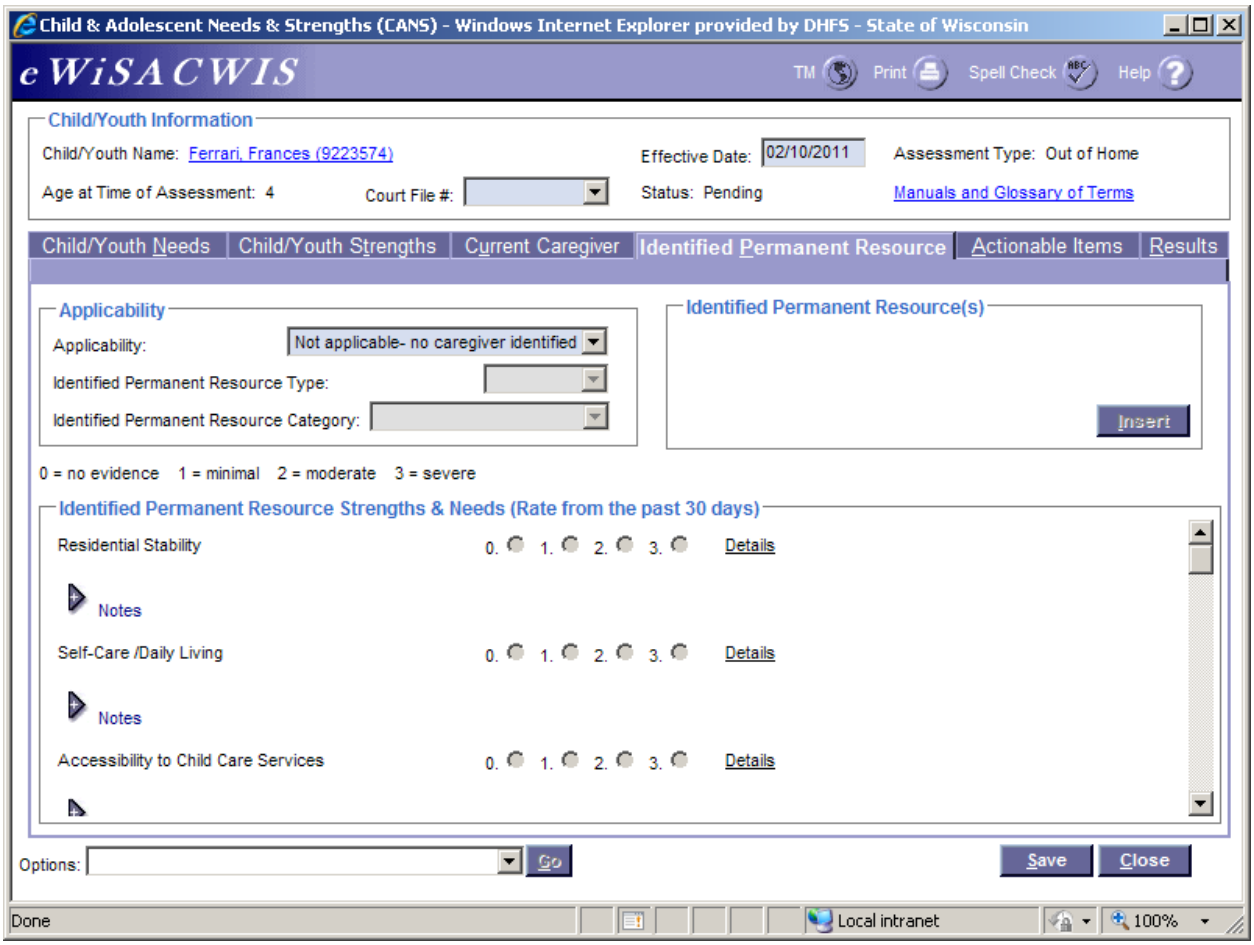
If the child is not in an out of home placement as of the CANS Effective Date, the Current Living Situation will show 'In Home' and you can select the Search hyperlink to search the current caregiver. If the current caregiver is not known to eWiSACWIS, follow the standard process for creating a person record via the Person Search page. Only one person can be searched out and returned via the person search process. Therefore, if the child is removed from both mom and dad, select either mom OR dad in the person search.



9. The Identified Permanent Resource tab has the CANS items relevant to the different identified permanent resources. An identified permanent resource is the person(s) identified in the Permanency Plan as the child's permanent resource. When the Assessment Type is In Home, the system defaults the Applicability drop-down as 'Not applicable – no caregiver identified.' If the Assessment Type is In Home, you can skip this tab.

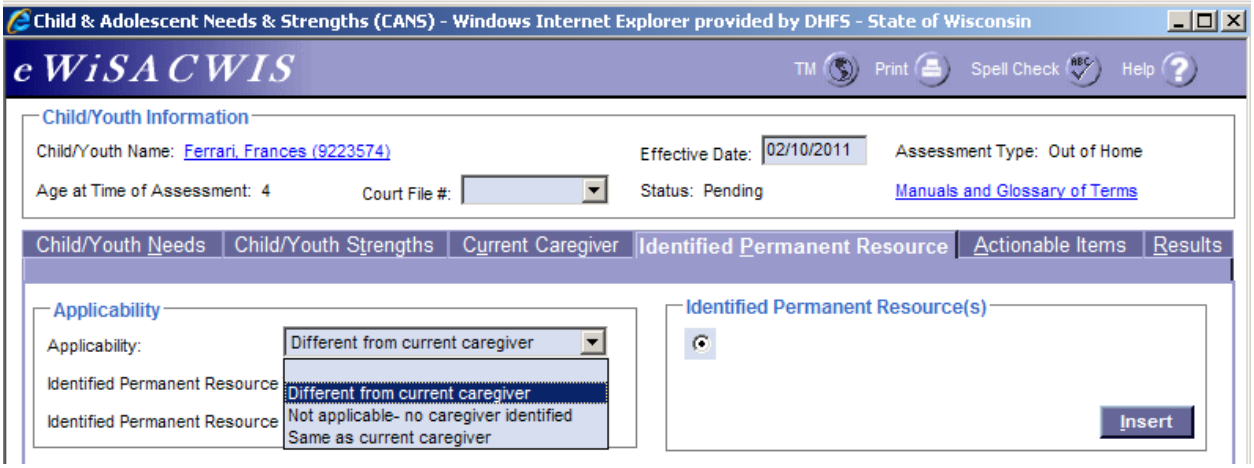


When the Assessment Type is Out of Home, use the Applicability group box to determine whether an identified permanent resource is applicable or not by choosing the appropriate value from the Applicability drop-down list. If an identified permanent resource is not applicable, other information in the Applicability group box and on this tab are disabled.

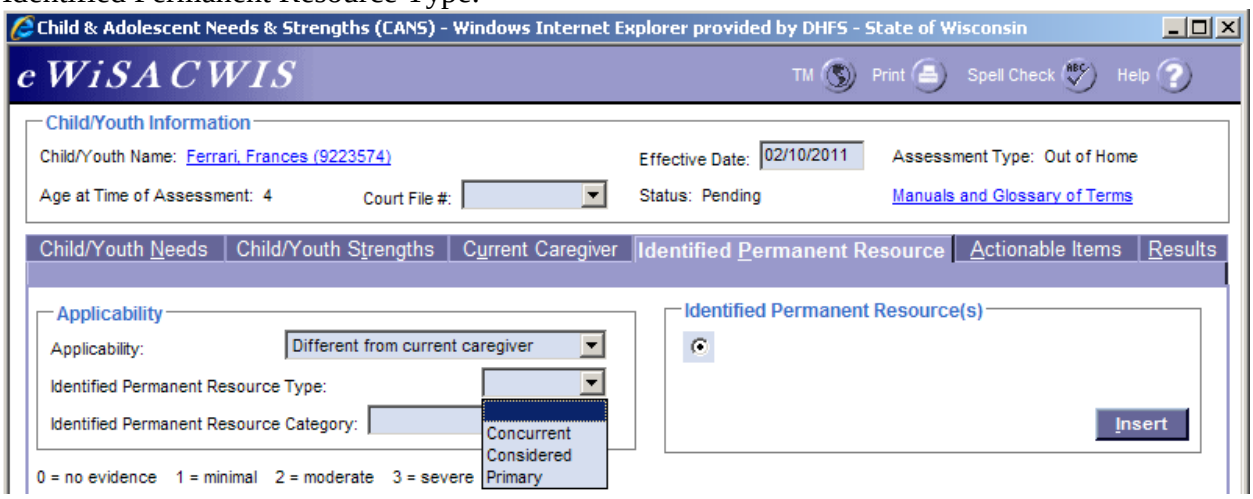


If an identified permanent resource is applicable, you can specify whether the identified permanent resource is the same as or different from the current caregiver. Choosing 'Different from current caregiver' will insert a blank row in the Identified Permanent Resource(s) group box with a radio button next to it. You can proceed by selecting the type and category of the identified permanent resource. The available types are Concurrent, Considered, and Primary and the available categories are Out of Home Care Provider and Parent/Caretaker. Selecting a category will display a corresponding search hyperlink, Provider Search or Person Search, in the Identified Permanent Resource(s) group box, which can be used to identify the resource name. Selection of Out of Home Care Provider results in a Provider search and selection of Caretaker/Parent results in a Person Search.

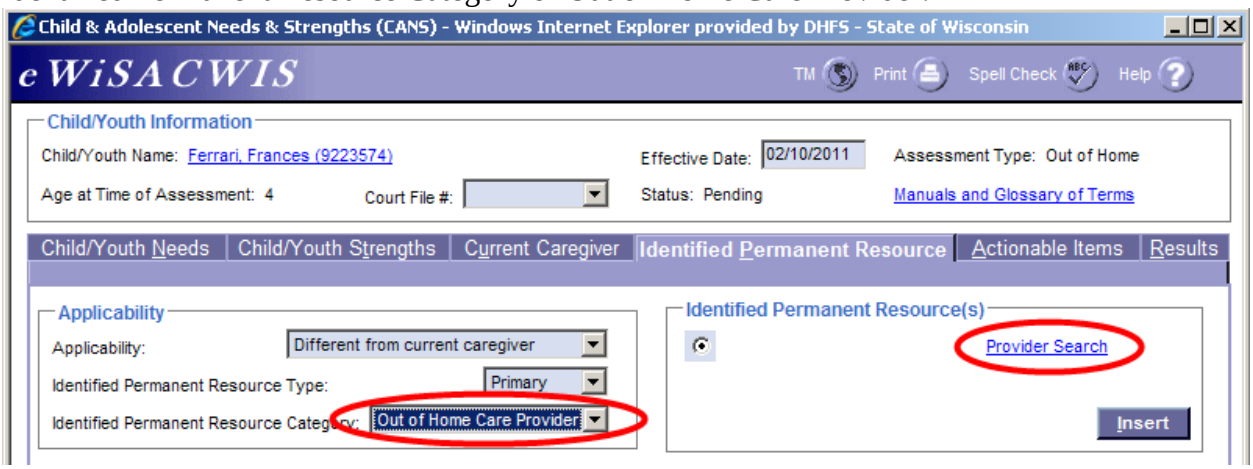
Applicability:



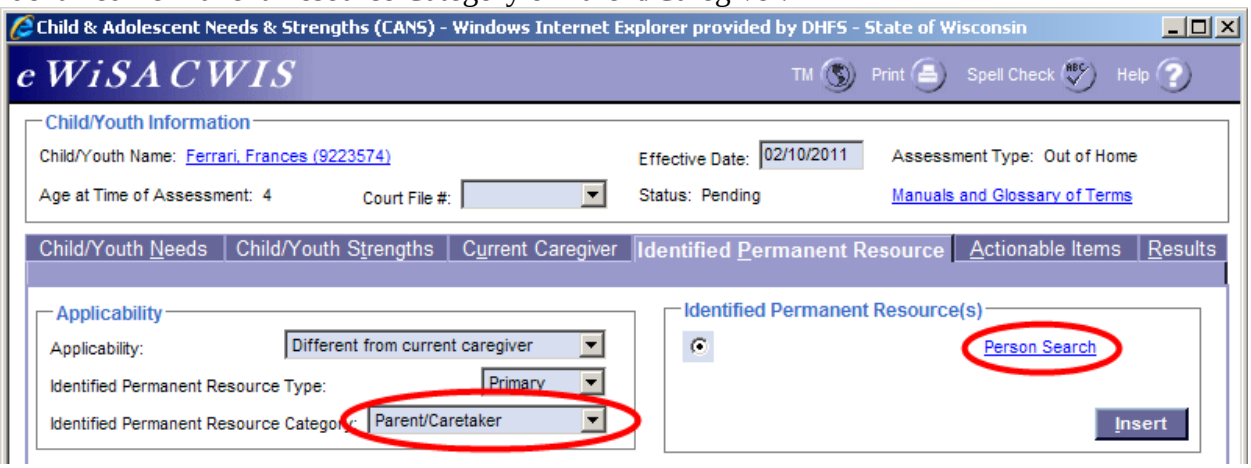
Identified Permanent Resource Type:



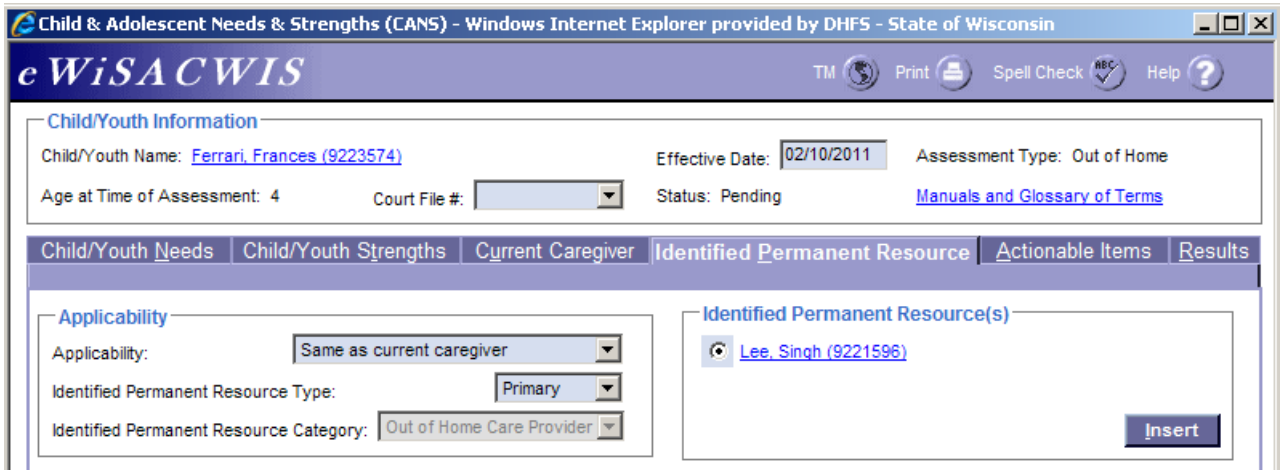
Identified Permanent Resource Category of Out of Home Care Provider:



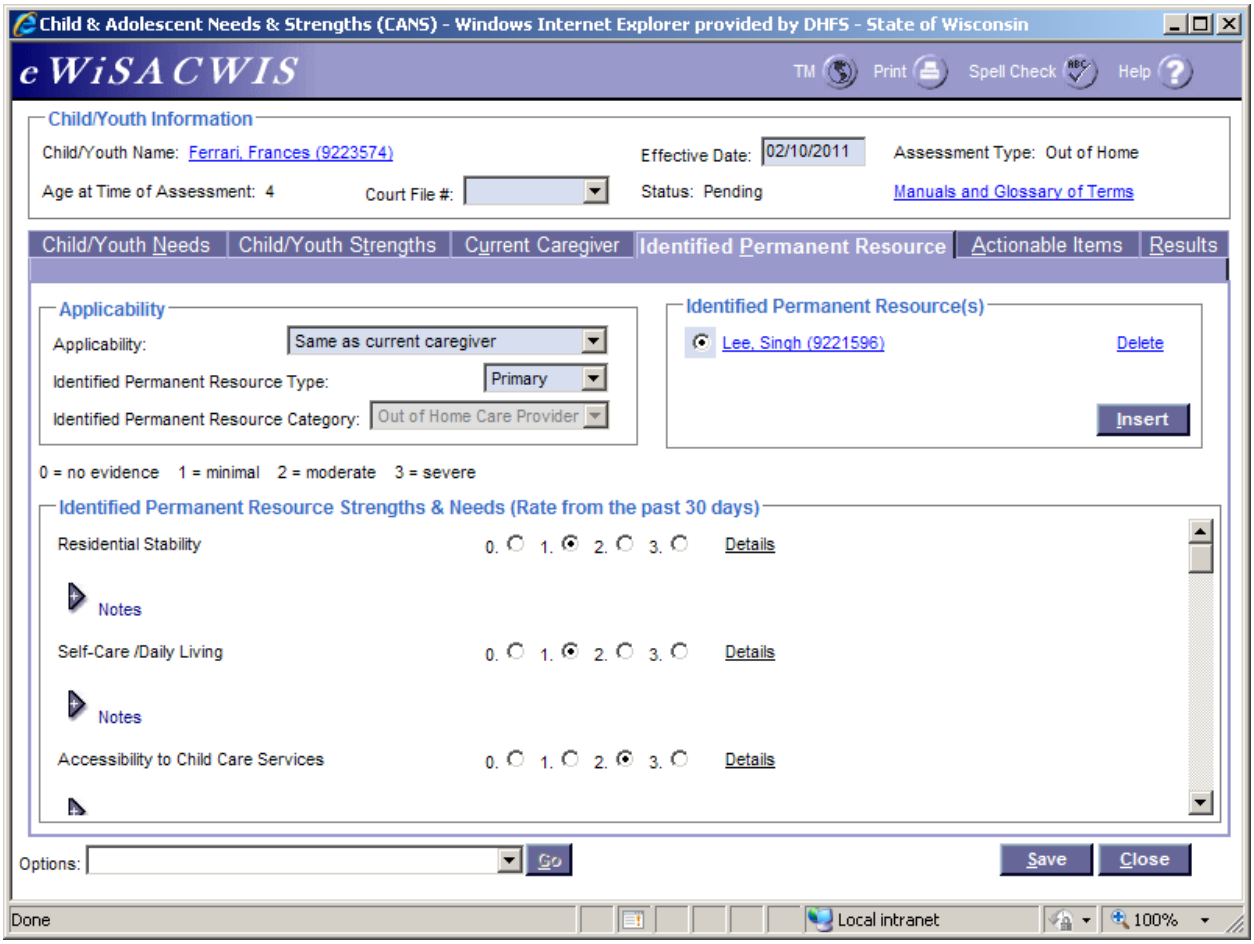
Identified Permanent Resource Category of Parent/Caregiver:



Choosing 'Same as current caregiver' from the Applicability drop-down will copy over the provider from the Current Caregiver tab. The ratings to any of the common items and the corresponding notes will also copy from the Current Caregiver tab and will be disabled on this tab. In this scenario (Out of Home Assessment Type), the Identified Permanent Resource Category will default to Out of Home Care Provider.

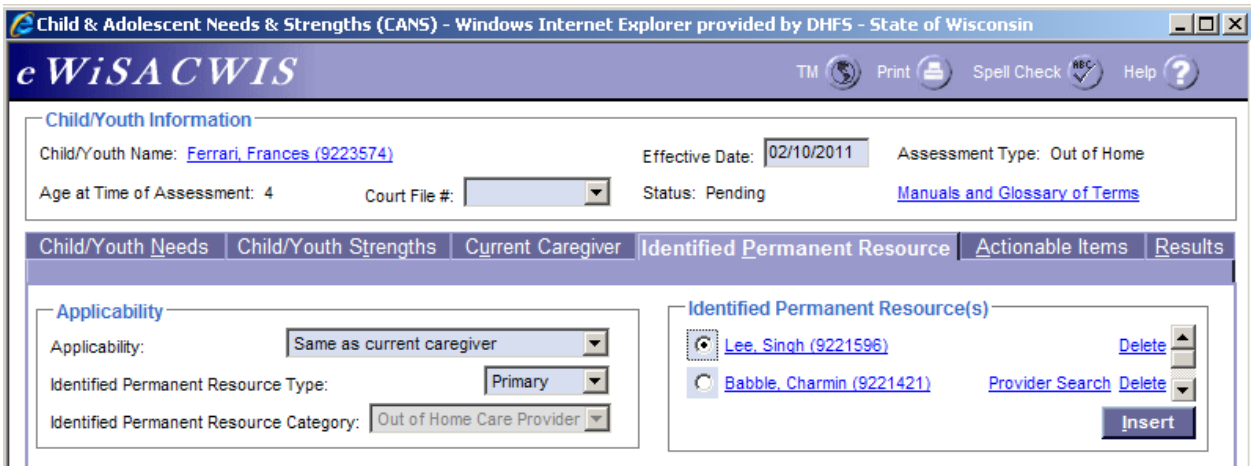


Each item uses a 4-level rating system and is followed by an optional narrative text field. Select a rating and enter any applicable notes in the narrative text field. A Details flare is available next to each item to display the definition specific to the item and guide you in choosing a rating.



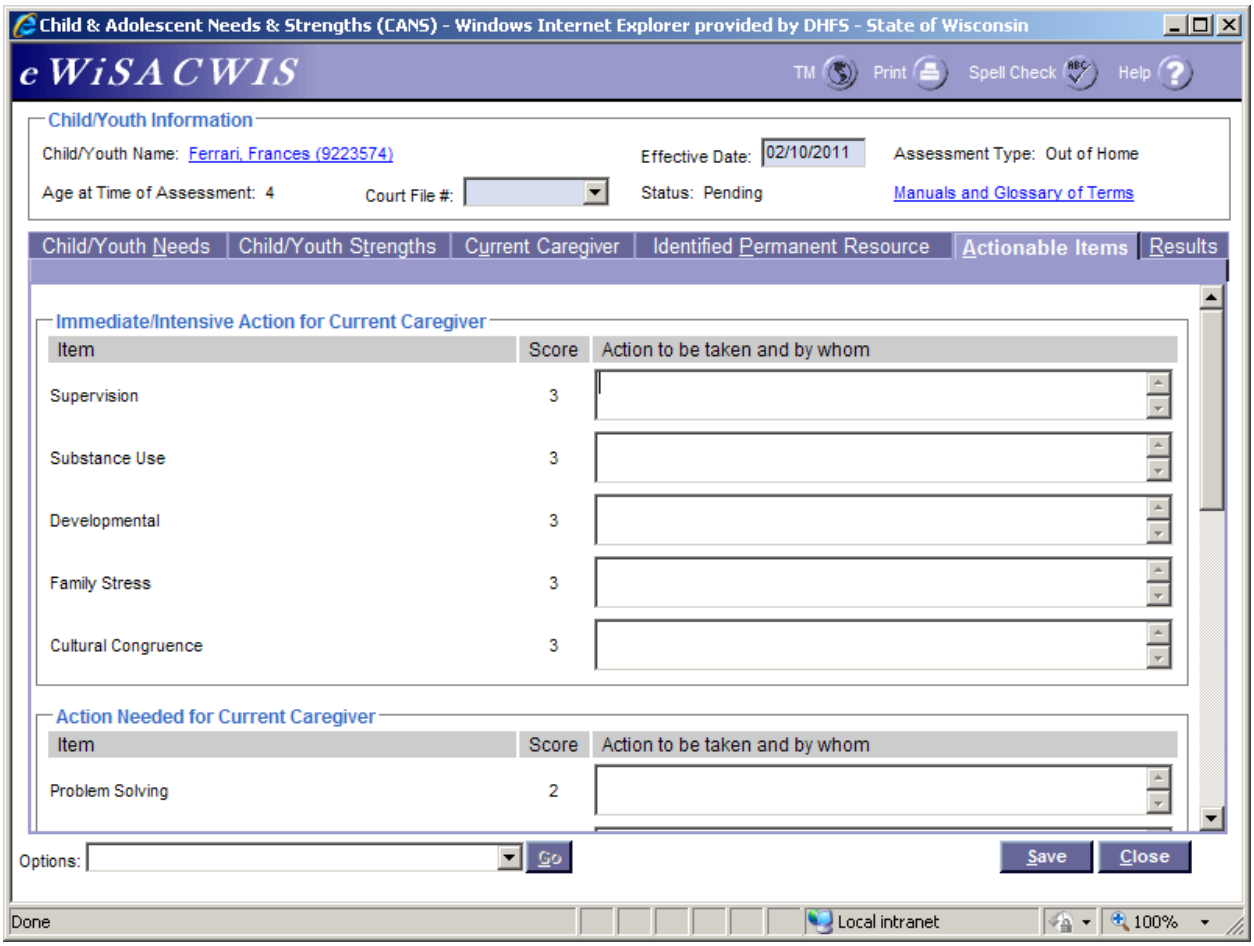
The Insert button in the Identified Permanent Resource(s) can be used to add additional permanent resources, their applicability information, and a new set of entries in the Identified Permanent Resource Strengths & Needs group box. The radio buttons next to the resources' names can be used to switch from one resource to another and view and edit the resource's applicability and rating information. The system requires that you only specify one identified permanent resource as Primary and the page will display the primary resource first.

Note: Upon approval of the CANS, you can have only one Concurrent identified permanent resource and only if a Primary identified permanent resource has been specified (you must have a Primary before you can have a Concurrent).



10. The Actionable Items tab lists the items from the Child/Youth tabs that have a rating of 1, 2, or 3 and the items from the Current Caregiver and Identified Permanent Resource (only the Primary Identified Permanent Resource) tabs that have a rating of 2 or 3. The items are grouped by score in seven different group boxes. The top group boxes will be associated with the child, followed by the current caregiver, and lastly by the primary identified permanent resource. The items that require Immediate/Intensive Action (3s) are listed first followed by Action Needed (2s) and then Watchful/Waiting Prevention (1s) items.

    After reviewing the actionable item listed, use the narrative fields to document what actions will be taken and by whom. At this time, the Actionable Items are not required; however, agencies must address issues raised in case planning, through the Case/Permanency Plan.



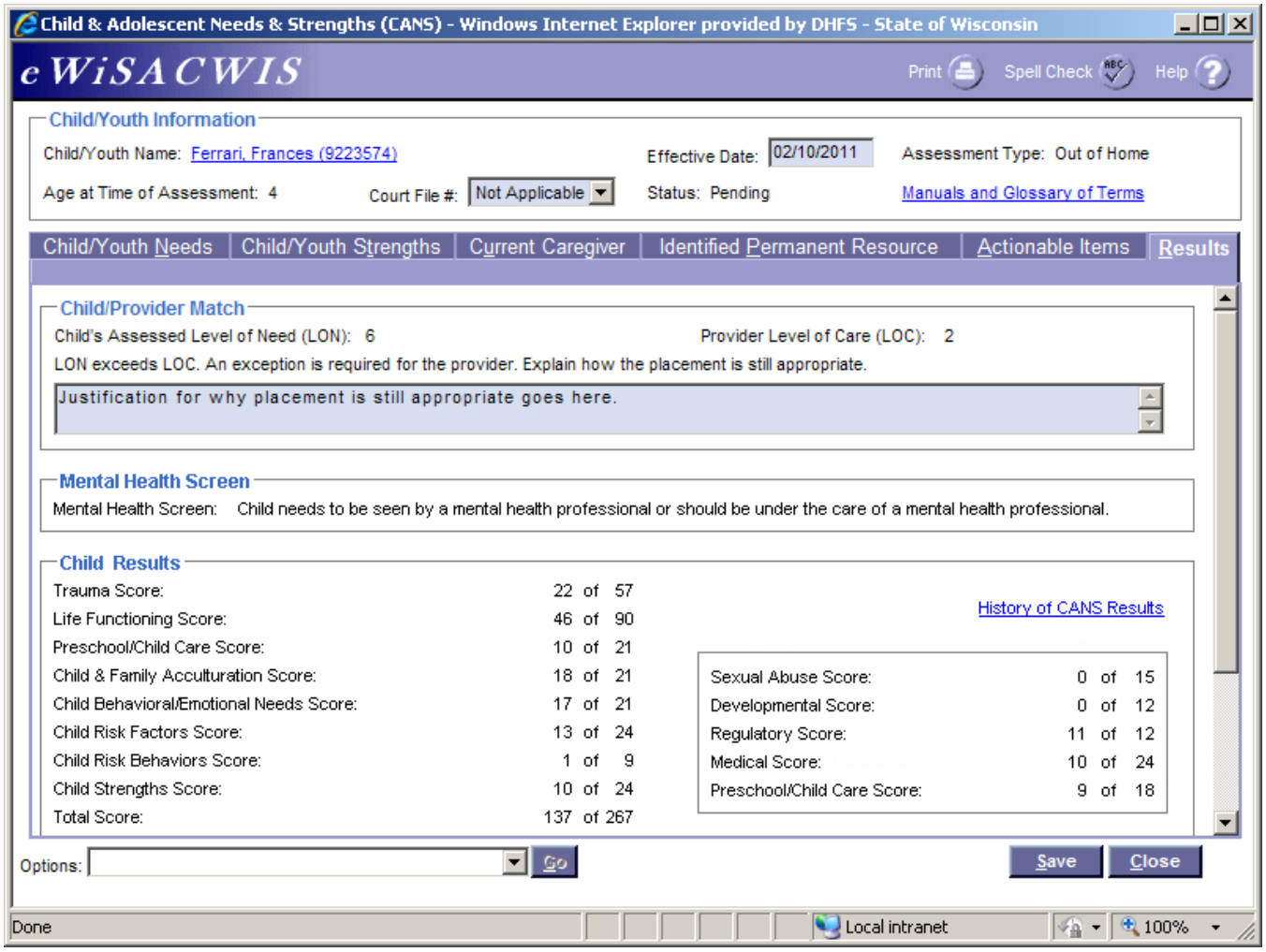
11. The Results tab is a comprehensive display of the results of the CANS. The different scores represent the total of the ratings on the previous tabs by domain/module and by provider, current caregiver, or identified permanent resource. The child's level of need (LON) and mental health screen are the products of two algorithms that analyze the ratings for the Child/Youth items. The level of care (LOC) designation is derived from the provider modules in eWiSACWIS when the CANS Assessment Type is Out of Home.

    This tab also offers information regarding the match of the child's LON with the provider's LOC. The Child/Provider Match will include one of the following:

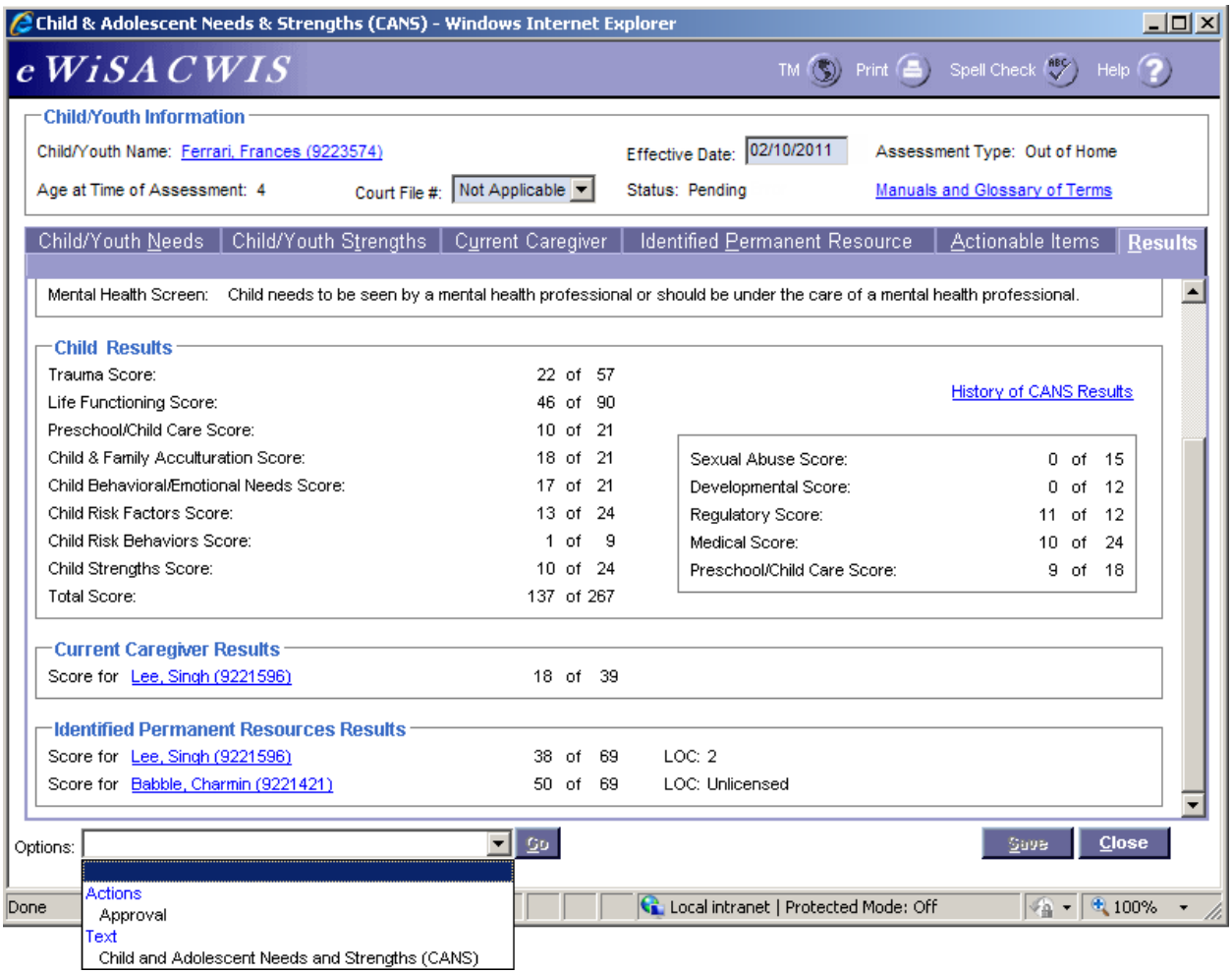
    - LON exceeds LOC. An exception is required for the provider. Explain how the placement is still appropriate.
    - LON matches LOC
    - LOC exceeds LON

    Note: If the child's LON exceeds the provider's LOC, you will be required to document in the available narrative field why the placement is still appropriate. Upon final approval, an e-mail will be sent to the primary licensing worker to document a licensing agency exception for the provider if the child's LON exceeds the provider's LOC.

    Additionally, the Results tab contains a hyperlink to the History of CANS Results. See the section below on the associated CANS graphs.



12. The 'Options' drop-down (accessed from any tab) will allow you to approve the CANS and to view and print out the Child & Adolescent Strengths & Needs (CANS) document. The CANS document is available at any time prior to or after approving the CANS (you do not need to launch the template before approval).



13. From the outliner, the newly approved CANS will appear underneath the Planning icon under any case the child is a participant in. Additionally, Out of Home CANS will appear nested underneath the associated Out of Home Placement.

Note: Once a CANS is approved, there is the option to "Made in Error" the CANS. This action does not require supervisor approval. Additionally, this action will end any associated rate settings.

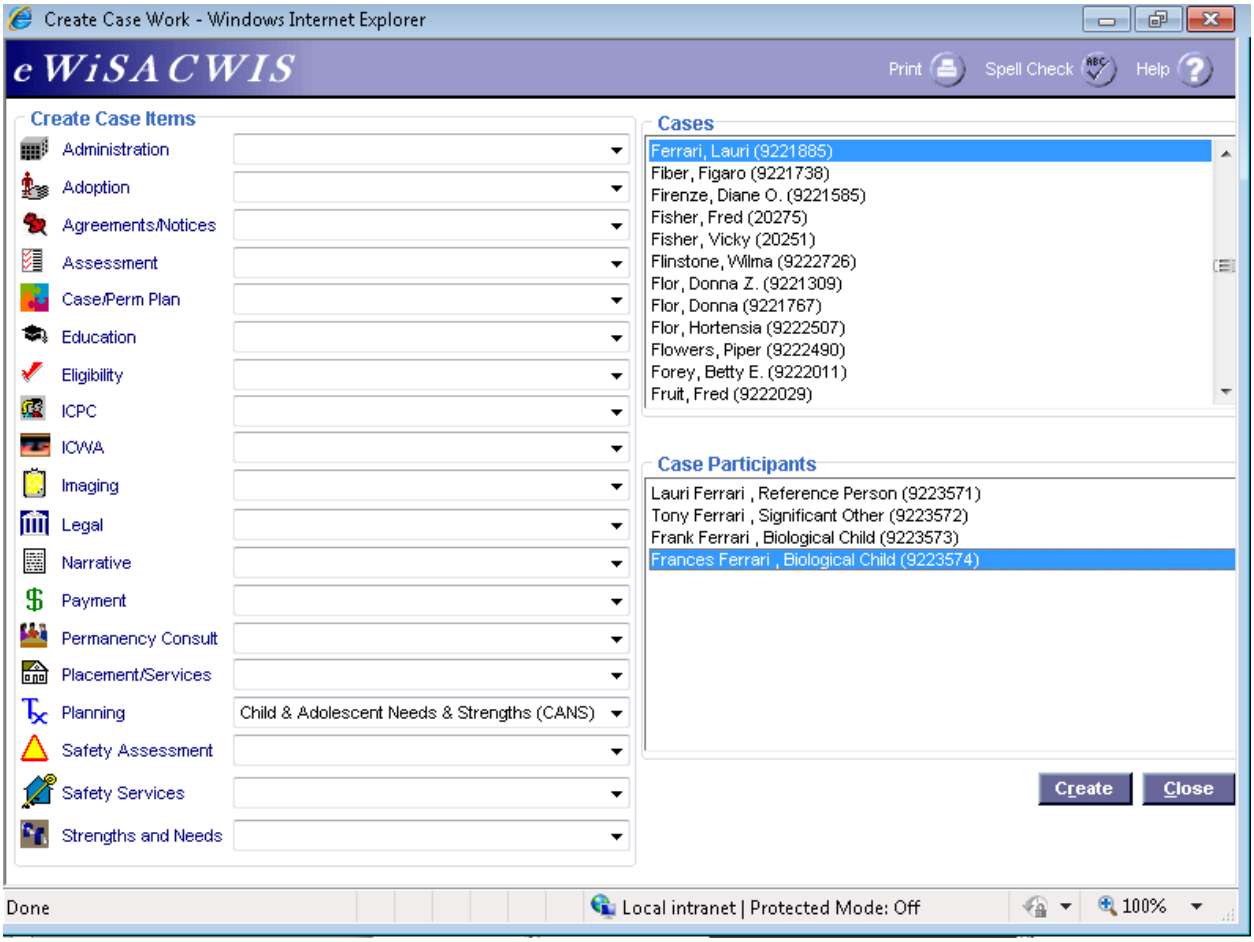
Copying a CANS

Note: A CANS need to be completed within 30 days of the start of every new Out of Home Placement and every 6 months while the Out of Home Placement is open. In order to facilitate this process, you will be able to copy over the most recently approved CANS for the child.

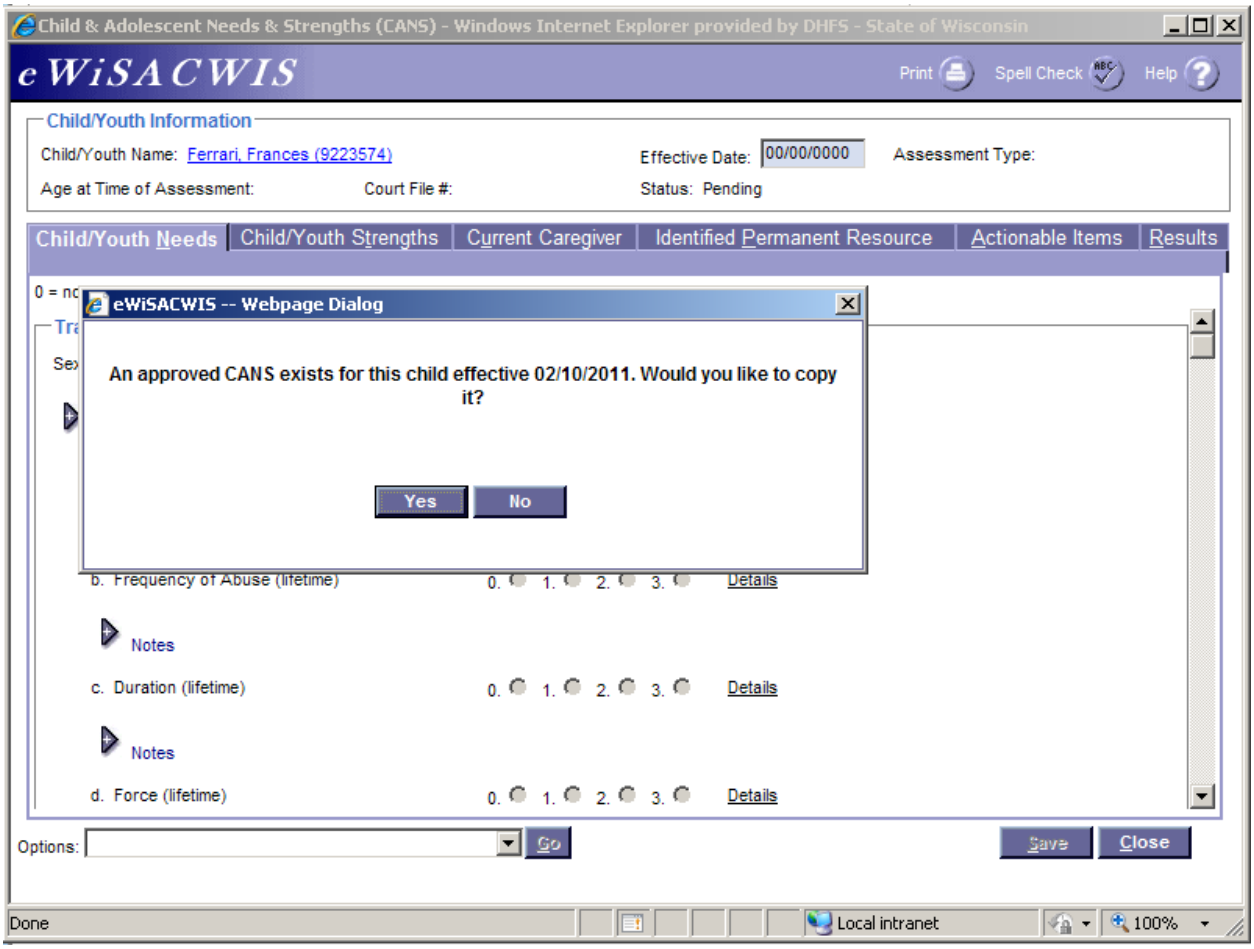
1. From the desktop, go up to Create > Case Work or click the Case Work hot button

. This will open the Create Case Work page.

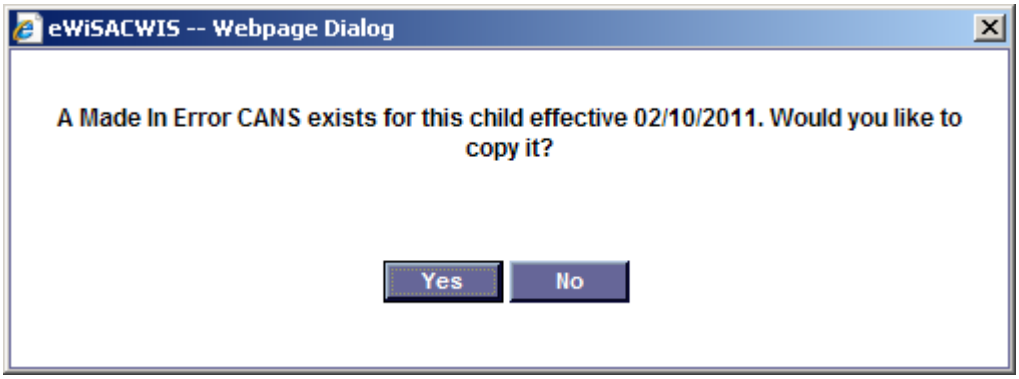
2. On the Create Case Work page, select Child & Adolescent Needs & Strengths (CANS) from the Planning drop-down. Select the appropriate Case and the Case Participant. Click Create.



3. When the CANS page opens, the following message (date will vary) will appear. Answering No will open a blank CANS record. Answering Yes will open up a CANS record with the tabs information copied over from the child's most recently approved CANS. The Child/Youth Information group box will be blank. Enter an Effective Date to enable the tab information and update it to reflect the new Effective Date.



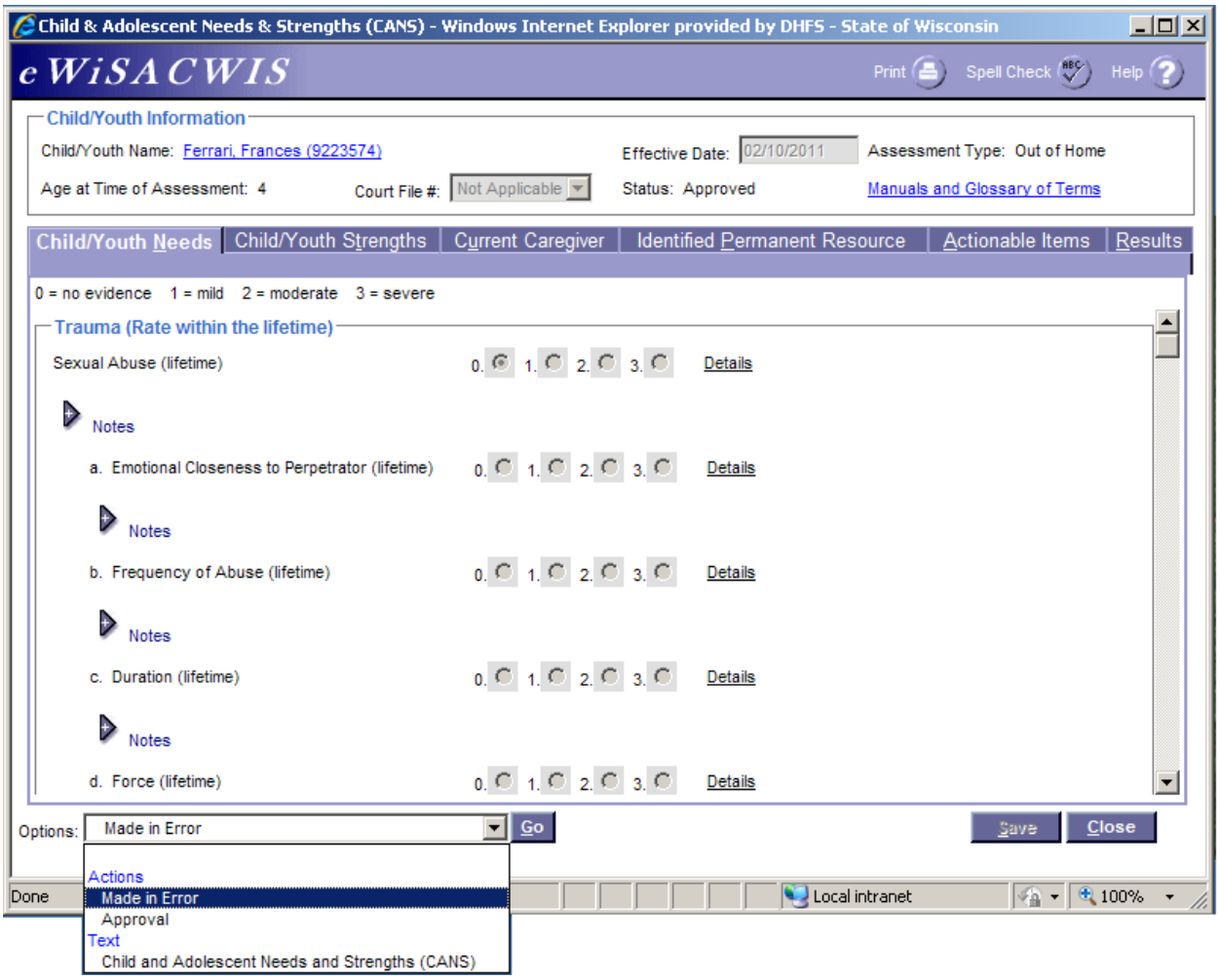
Note: If the child does not have a fully approved CANS (that is not Made in Error) but has at least one CANS that has been designated as Made in Error, the system will allow you to copy over the most recent Made in Error CANS.



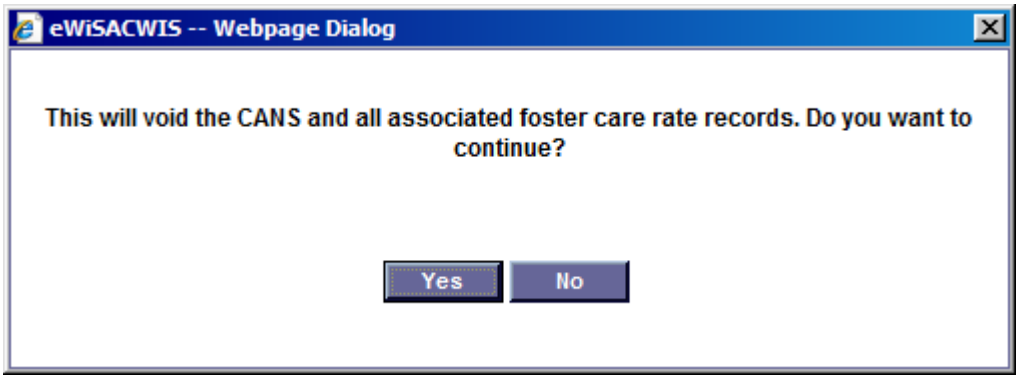
Making a CANS as Made in Error

1. There are different ways a CANS can be Made in Error in the system:
   - By selecting the Made in Error option from the Options drop-down on an approved CANS page.
   - By ending the associated Out of Home Placement with an end date that precedes the Effective Date of the CANS.
   - By ending the associated Out of Home Placement with a reason of Made in Error.

2. To manually make in error an approved CANS, access the CANS (this can be done from any tab), select the Made in Error from the Option drop-down, and click Go.



3. Click Yes to the following pop-up to Make in Error the CANS:

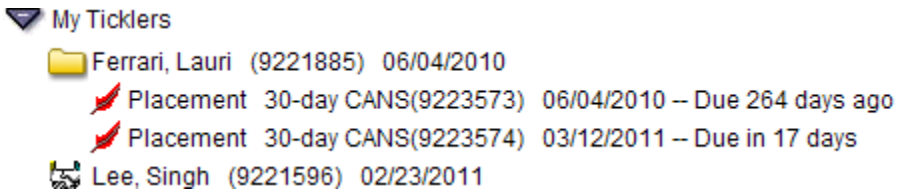


4. The screen shot below reflects the Made in Error CANS on the outliner.
   Note: You must first select the 'View Not Approved/Cancelled' checkbox on your desktop.

Ticklers

A CANS tickler will remind you that an Out of Home CANS is due. The 30-day CANS tickler is due 30 days after the start each qualifying Out of Home Placement. While the placement remains open, subsequent CANS ticklers will be due six months from the effective date of the previous CANS.

Note: The CANS tickler can be deleted by a supervisor.

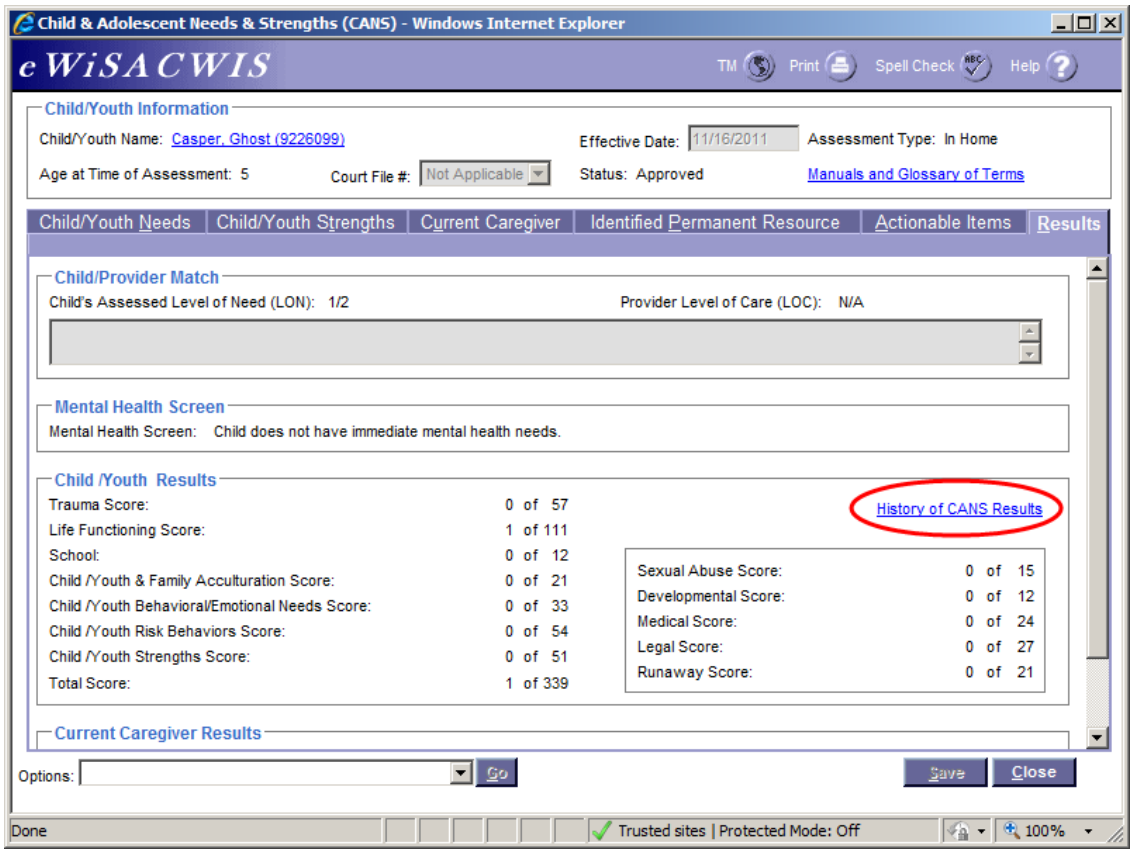


CANS History

There are a few pages in eWiSACWIS to view the Child & Adolescent Needs & Strengths (CANS) history for a child. The History of CANS Results page allows you to see all CANS for a child. Additionally, CANS results are viewable in graphs. These results can be viewed by the child's assessed level of need, the total CANS score, or each individual CANS module. The information for these graphs can be viewed by different timeframes (all CANS, those completed for the current out of home placement episode, those completed for the current out of home placement, or those that exist in a custom timeframe).

1. To access the History of CANS Results, access any CANS from the Desktop or Search.

2. On the CANS page, go to the Results tab and select the "History of CANS Results" hyperlink.

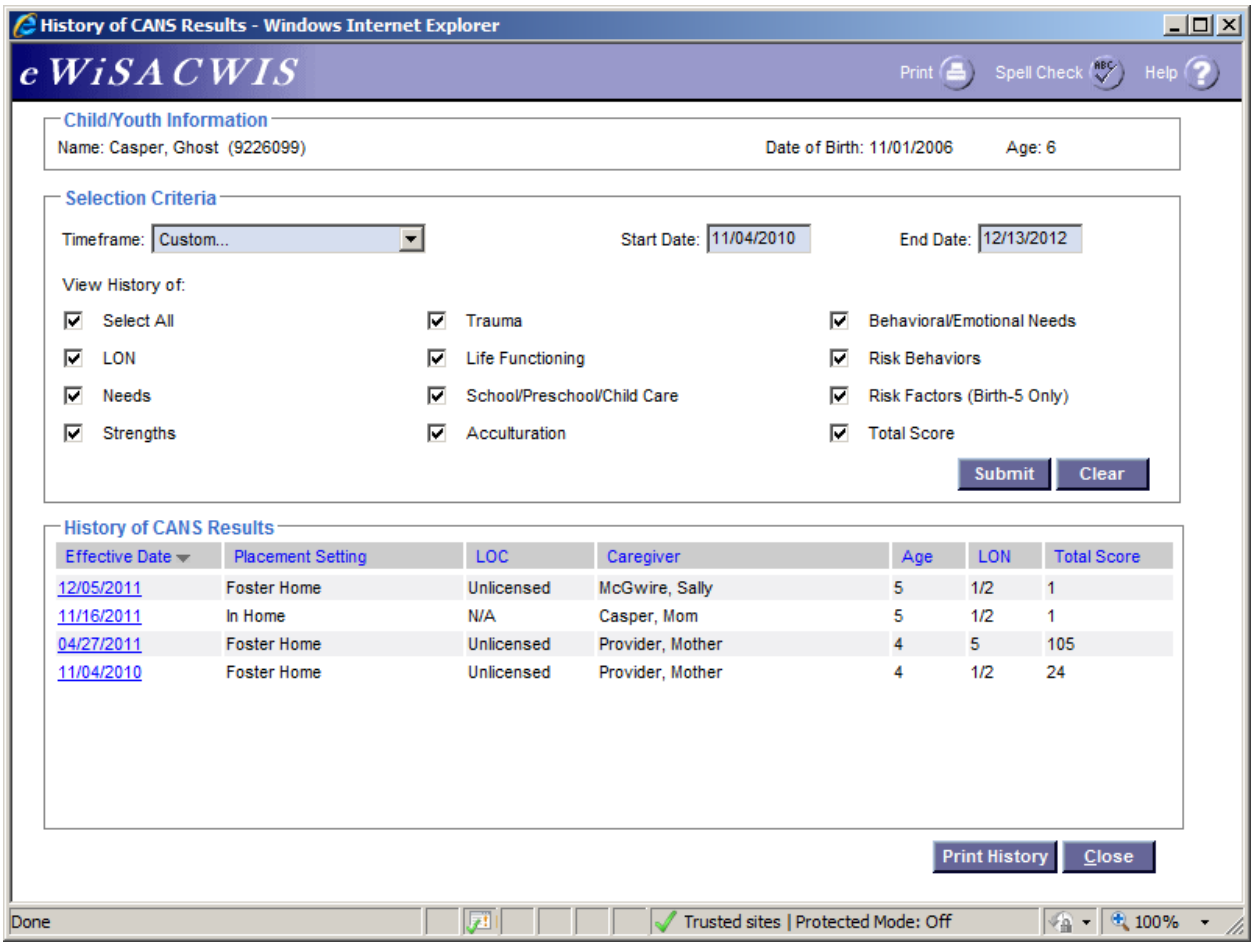


3. The History of CANS Results page is used to show all CANS for a child, which includes approved In Home and Out of Home Assessments, as well as to search history of particular CANS results. To print the History of CANS Results (see the History of CANS Results group box on the bottom of the page), click the Print History button.

   To search history of particular CANS results, select an option from the Timeframe drop-down. Options include All, Current Out of Home Episode, Current Out of Home Placement, and Custom.

   Select any applicable items from the "View History of" section (or click Select All to automatically select each of them) and click the Submit button.

   Note: Based on the items that are selected in the "View History of" section, the graphs will change to only see the associated strengths and needs in the timeframe selected.



4. Once you select the Submit button, the History of CANS page will display. Depending on the criteria that were selected, you will see one or more graphs.