



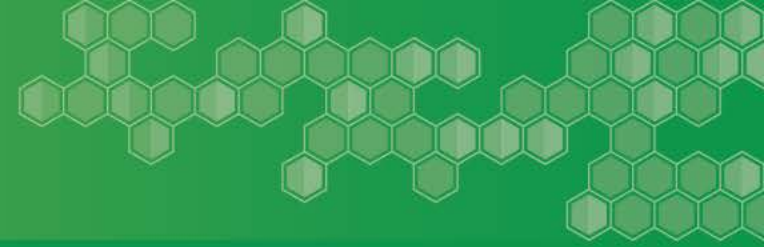
Module 8

Reassessment Interview Rate and SPARS Reports



Helpful information about the National Outcome Measures (NOMS) and the SPARS web-based system for data entry and data management

What's covered in this module



- Reassessment Interview (Recap)
- Reassessment Interview Rate
 - What counts and what doesn't count for reassessments due
 - What counts and what doesn't count for reassessments received
- Follow-up challenges and suggested follow-up techniques
- SPARS Reports
 - The Reassessment Interview Rate Report
 - The Notification Report (use this to track when Reassessments are due)
- Monitoring the Data

In the [NOMS Question-By-Question Instruction Guide](#) see pages 8-10 for detailed information.

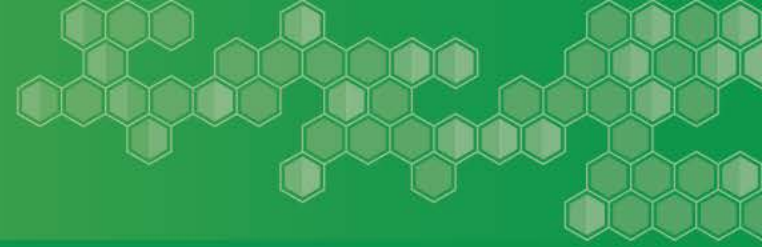


Reassessment Interview (Recap)



- Reassessment Interview– conduct every 6 months (180 calendar days) after the baseline interview date.
- Continue doing them until the student’s episode of care ends.
- NOMS sections to complete include:
 - Record Management
 - Behavioral Health Diagnoses- reported by program staff
 - Section B through Section G
 - Sections I and K- reported by program staff
 - Skip Sections A, H, and J

Reassessment Interview Rate



- According to SAMHSA-
 - Goal: To conduct reassessment interviews with 100% of consumers
 - CMHS requires 80% completion rate
 - The reassessment interview rate quantifies your grant's successful completion of reassessments within the required timeframe

$$\text{Rate} = \frac{\# \text{ Reassessments Received}}{\# \text{ Reassessments Due}} \times 100$$

- Reassessment Interview Rate (the timeframe to complete them)- for reassessments to count towards your interview rate, complete them within 30-days before or after the interview due date.



Reassessment Interview Rate: What does and doesn't count for reassessments due

- What counts:
 - Reassessment interviews that are due
- What does *not* count:
 - Interviews that are due after the grant's end date
 - Reassessments for consumers who have not been in contact with the program for more than 90 days
 - Reassessments for consumers discharged before the last day of the reassessment window
 - Reassessments for consumers who refuse all interviews

Reassessment Interview Rate: What does and doesn't count for reassessments received

- What counts:
 - Reassessment interviews conducted and submitted on time
- What does *not* count:
 - Administrative reassessments
 - Reassessment interviews conducted outside of the window
 - Reassessment interviews entered in the same window as another reassessment

Follow-up Challenges and Suggested Follow-up Techniques

- Follow-up challenges:
 - Students 'disappear' after baseline
 - Students are difficult to contact after baseline
 - COVID-19
- Suggested follow-up techniques:
 - Establish routines for maintaining contact (call, text)
 - Develop tracking files (updated contact info)
 - Use telehealth services

Follow-Up Challenges and Suggested Follow-Up Techniques provides more information.

SPARS Reports: The Reassessment Interview Rate Report

- In SPARS, the Reassessment Interview Rate Report shows how Colorado Project AWARE is doing at meeting the 80% goal completion rate for conducting reassessment interviews on time.
- Sample Report-

Grant ID	Grant Information	FFY19 Received	FFY19 Due	FFY19 Rate	FFY20 Received	FFY20 Due	FFY20 Rate	Cumulative Rate
SM0001	MH Community Group Rockville, MD 10/1/2015-09/30/2020	97	114	85.1%	164	187	87.7%	85.7%
SM0002	SA Group Rockville, MD 09/30/2015- 09/29/2020	193	278	69.4%	292	361	80.9%	74.9%
Total Grants: 2		290	392	74.0%	456	548	83.2%	80.4%
Program Summary: 59		10370	12680	81.8%	15280	18220	83.9%	82.0%

Directions for Running the Reassessment Interview Rate Report

- In a web browser, go to the [SPARS](#) website
- To login and run the report the steps are:
 1. Click on the Data Entry & Reports tab
 2. Hover over CMHS Users, then click on CMHS Reports
 3. Enter your Username or email and Password, click the Log In Button
 4. Click on Reassessments, then select Reassessment Interview Rate from the drop-down menu
 5. Click the Download Report button (or select some criteria first)
- Rates below 80% will appear in bold red numbers

SPARS Reports: The Notification Report

- In SPARS, use the Notification Report to track when the following are due:
 - Reassessment Interviews
 - Administrative Reassessments
 - Administrative Discharges
 - Open Consumers
- Sample Report (Reassessment Interviews due)-

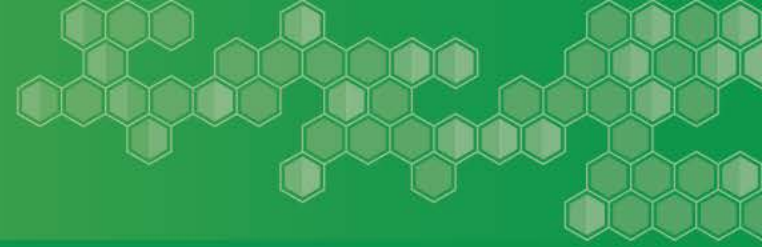
Services Notification Report					
Reassessment Interviews Due					
Interview these consumers every 6 months (180 days) until discharged. (Note: Administrative Reassessments will not remove the consumer from the Reassessment Interviews Due section.)					
Consumer ID	Baseline Interview Date	Reassessment	Earliest Date of Eligibility	Due Date	Latest Date of Eligibility
123	1/1/2009	18 th -month	5/26/2010	6/25/2010	7/25/2010
456	1/14/2010	6 th -month	6/13/2010	7/13/2010	8/12/2010
222	1/15/2010	6 th -month	6/14/2010	7/14/2010	8/13/2010

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Directions for Running the Notification Report

- In a web browser, go to the [SPARS](#) website
- To login and run the report the steps are:
 1. Click on the Data Entry & Reports tab
 2. Hover over CMHS Users, then click on CMHS Reports
 3. Enter your Username or email and Password, click the Log In Button
 4. Click on Reassessments, then select Notification from the drop-down menu
 5. Click the Download Report button (or select some criteria first)



- Who monitors the data and how often?
 - CDE will run the both SPARS reports monthly and provide support as needed to maintain a reassessment rate at or above 80%
 - Each LEA should run both SPARS reports as often as necessary
 - SPARS updates reports every 24 hours

