

CANS IRIS Entry Quick Guide – Contract programs

This is designed to provide a walkthrough for entering the CANS form into IRIS at Contract programs. If there are additional questions or concerns about the use of IRIS, please call the **BHS Front Office Coordination Team** at 714-834-6007, or e-mail at bhsirisfrontofficesupport@ochca.com.

Note: It is important to consider previously entered CANS forms in IRIS. You are able to view all CANS forms entered by County and Contracted behavioral health programs in IRIS. To do so, follow the steps below.



Powerchart-Prod

1. Log onto IRIS and the **PowerChart** program
2. Navigate to the client's chart using their MRN, via Name search, or a specific FIN
3. Once in the client's chart, open the **Form Browser** to view existing CANS and forms. There are two settings you can adjust.

- a. You can sort the forms using this box. Using **Encounter-Date** is typically the most useful setting, but it may be helpful to use **Date** or **Form**

| | |
|------------------|---|
| Form | ▼ |
| Date | |
| Form | |
| Status | |
| Encounter - Date | |
| Encounter - Form | |

- b. You can also use the **grey arrows** shown in red below to adjust the date range displayed by Form Browser forwards or backwards as needed. Pushing the left arrow on the far left will adjust the visible range backwards so you can see CANS forms entered more than one year ago! You can also right-click on the date in the grey bar to set the search parameters manually.

Form Browser | Full screen | 47 minutes ago

← Saturday, September 21, 2013 PDT - Tuesday, September 21, 2021 PDT (Clinical Range) →

Sort by: Form

All Forms

Once you make your decision as to which CANS forms should be entered, if any, you can proceed with entering the forms as needed. Follow the steps below.



Powerchart-Prod

1. Log onto IRIS and the **PowerChart** program
2. Click on **AdHoc**, as shown

Task Edit View Patient Chart Help

Change Suspend Exit AdHoc BCE CV REG Reports EOC UMDAP

- Enter a client's **MRN** and/or **FIN**, and select the FIN you want to use for charting the CANS. This FIN should be a **Facility FIN** that you use for billing.

The screenshot shows the 'Patient Search' window. On the left, there are input fields for: Fin #, Last Name (zzztest), First Name (pippy), MRN, Birth Date, Medi-Cal CIN #, SSN, Gender, and OPI. Below these are 'Search' and 'Reset' buttons. The main area contains a table with patient information and a list of encounters.

| Weight | Name | OPI | MRN/OCN | Gender | Birth Date | SSN | Address | Apt/Unit/Suite | City | Zip Code | Phone | Cl |
|--------|-----------------------------|-----|--------------|--------|------------|-------------|-----------------|----------------|-----------|----------|----------------|----|
| 100.00 | Zzztest, Pippy Longstocking | | 1000-47-0742 | Female | 1/7/2004 | 232-34-5887 | 1200 North Main | 1 | SANTA ANA | 92701 | (714) 347-0388 | |

| Division | Prog Spec | Location | Clinic | Fin #/Booking # | Enc Type | Pre-Reg Date | Reg Date | Disch Da |
|----------|----------------|-------------------|----------------------|-----------------|-------------------|--------------------|---------------------|------------|
| CYS | Not Applicable | CYS SEN OC OP | CYS SEN OC OP | 100-0130-29225 | Clinic Service | | 1/13/2017 1:00 PM | 1/13/2017 |
| CYS | Not Applicable | CYS DCF COLLAB CT | CYS DCF COLLAB CT | 100-0130-19302 | Clinic Service | | 1/11/2017 8:14 AM | 1/11/2017 |
| CYS | Not Applicable | CYS WYMKRS CC GC | CYS WYMKRS CC GC | 100-0130-10555 | Clinic Service | | 1/9/2017 11:11 AM | 1/9/2017 |
| CYS | Not Applicable | CYS CANYON SEN | CYS CANYON SENECA | 100-0114-89370 | Clinic Service | | 7/22/2015 3:05 PM | 7/22/2015 |
| CYS | Not Applicable | CYS CANYON SEN | CYS CANYON SENECA | 100-0114-89247 | Clinic Service | | 7/22/2015 2:51 PM | 7/22/2015 |
| CYS | Not Applicable | CYS TOUCHSTONES | CYS TOUCHSTONES | 100-0107-77954 | Clinic Service | | 11/14/2014 11:08 AM | 11/14/2014 |
| CYS | Not Applicable | MHP County Tx EOC | MHP County Tx EOC | 100-0102-54836 | MHP County Tx EOC | | 5/1/2014 10:38 AM | |
| CYS | Not Applicable | CYS WYMKRS CRP LB | CYS WYMKRS CHILD RES | 100-0067-09158 | Residential | | 12/1/2010 11:26 AM | |
| CYS | Not Applicable | CYS WYMKRS CRP LB | CYS WYMKRS CHILD RES | 100-0067-09100 | Clinician Pre-Reg | 12/1/2010 10:28 AM | 12/1/2010 11:17 AM | 12/1/2010 |

- In AdHoc, choose **Patient Care**, then **CANS**, and select **Chart** to open the form.

The screenshot shows the AdHoc menu structure. On the left, a tree view lists various categories, with 'Patient Care' highlighted by a red box. On the right, a list of items is shown, with 'CANS' checked and highlighted by a red box. At the bottom, two buttons are visible: 'Chart' and 'Close', both highlighted by red boxes.

- All Items
 - ADAS
 - Behavioral Health
 - Consult
 - Discharge Medications (DSCHRGMEDS)
 - Endorsements
 - HIV Services
 - IPASS
 - IV End Bag
 - Laboratory
 - Medication
 - Medication Reconciliation
 - Mental Health MD
 - Mental Health PC
 - Notification
 - Nurse Collect
 - Order Notifications
 - Patient Care**
 - Phase Receipt
 - Phone Msg

- ATOD
- AUDIT
- BH Minor Auth 72 Hr Voluntary Eval & Tx
- BHCOE PLC ED
- CANS**
- CRAFFT Screening Interview
- DAST-10
- Intimate Partner Violence Screening Form
- NPP Inability to Obtain Acknowledgment
- PANSS
- PSC-35
- PVS-3
- RESILIENCE SCALE
- SCARED
- Smart Template

Chart Close

5. Verify that your correct **FIN** and **Facility** appears in the Encounter Smart Template, and adjust the **Performed on** date to the date the clinical staff completed the CANS.

Encounter Smart Template

FIN: 100013029225
Facility: CYS SEN OC OP

*Performed on: 02/13/2019 1159

6. Choose your program's **Facility** in the drop-down, and complete the rest of the Administration tab.
- Note the question at the bottom – **I am certified to Administer the CANS**
 - Selecting this will open the rest of the form for completion

Only providers who are certified can administer this measure. If you are unsure please contact your supervisor before completing this form.

I am certified to Administer the CANS

7. Enter the CANS data
- Caregivers:** enter the name of the Caregiver(s). Note that this box is not required.
 - Assessor:** enter the name of the clinician who administered the CANS
 - Form Status:** select what the clinician indicated on the form

Caregiver(s): Assessor:

Form Status: Initial Reassessment Discharge Administrative Close Urgent

- For each domain, there is a **Smart Template** to the right
 - This indicates the date, provider, and scores of the last CANS entered into IRIS (if applicable)

CHILD BEHAVIORAL / EMOTIONAL NEEDS

0 = no evidence

1 = history or suspicion; monitor

2 = interferes with functioning; action needed

3 = disabling, dangerous; immediate or intensive action needed

| | 0 | 1 | 2 | 3 |
|----------------------------------|---|---|---|---|
| *1. Psychosis (Thought Disorder) | | | | |
| *2. Impulsivity/Hyperactivity | | | | |
| *3. Depression | | | | |
| *4. Anxiety | | | | |
| *5. Oppositional | | | | |
| *6. Conduct | | | | |
| *7. Anger Control | | | | |
| *8. Substance Use | | | | |
| *9. Adjustment to Trauma | | | | |

8. Note the last question at the bottom – **Youth has no known caregiver. Skip Caregiver Resources and Needs Domain.**
- a. If the clinician left this question blank, and entered data for questions 41a through 50a, choose **No** and continue with the last ten questions

Youth has no known caregiver. Skip Caregiver Resources and Needs Domain.

Youth has no known caregiver. Skip Caregiver Resources and Needs Domain

Yes No

- b. However, if the clinician indicated that there is no caregiver involved in the client’s case, then choose **Yes** for this question



9. Once these questions have been completed, select the **Return Arrow**, as shown, to return to the main portion of the CANS, and then **Sign**.



10. File the paper CANS in the client’s chart.