

PSC-35 IRIS Entry Quick Guide – Contract programs

This is designed to provide a walkthrough for entering the PSC-35 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 PSC-35 forms in IRIS. You are able to view all PSC-35 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 PSC-35 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**
 - 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 PSC-35 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
Date
Form
Status
Encounter - Date
Encounter - Form

Once you make your decision as to which PSC-35 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

3. Enter a client's **MRN** and/or **FIN**, and select the FIN you want to use for charting the PSC-35. This FIN should be a **Facility FIN** that you use for billing.

The screenshot shows the 'Patient Search' window with the following details:

- Search Criteria:**
 - Fin #: []
 - Last Name: zzztest
 - First Name: pippy
 - MRN: []
 - Birth Date: 10/10/1990
 - Medi-Cal CIN #: []
 - SSN: []
 - Gender: []
 - OPI: []
- Search Results:** A grid of 10 rows showing patient information:

Division	Prog Spec	Location	Clinic	Fin #/Booking #	Enc Type	Pre-Reg Date	Reg Date	Disch Da
CYS	Not Applicable	DYS 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 OCF COLLAB CT	CYS OCF 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	100-0114-89347	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 EDC	MHP County Tx EDC	100-0102-54836	MHP County Tx EOC	5/1/2014 10:38 AM	5/1/2014	
CYS	Not Applicable	CYS WYMKRS CRP LB	CYS WYMKRS CHILD RES	100-0067-09158	Residential	12/1/2010 11:26 AM	12/1/2010	
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
- Buttons:** Search, Reset, OK, Cancel.

4. In AdHoc, choose **Patient Care**, then **PSC-35**, and select **Chart** to open the form.

The screenshot shows the 'Ad Hoc Charting - Zzztest, Pippy Longstocking' window with the following interface:

- Left Panel (Tree View):**
 - 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
- Right Panel (List View):**
 - 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** (This item is checked and highlighted with a red box)
 - PVS-3
 - RESILIENCE SCALE
 - SCARED
 - Smart Template
- Bottom Buttons:** Chart (highlighted with a red box), 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 PSC-35.

Encounter Smart Template

FIN: 100013029225
Facility: CYS SEN OC OP

*Performed on:

6. Choose your program's **Facility** in the drop-down, and complete the rest of the Administration tab.
 - Note the question at the bottom – **Does the client have a caregiver involved in treatment?**
 - Yes:** complete the rest of the PSC-35 form, use the **Return arrow** to go back to the Administration tab, and then **sign**.    
 - No:** verify that the **Performed on** date is correct, and then **sign**.

Does the client have a caregiver involved in treatment? Yes No

If number of missing items is 4 or higher, the PSC-35 cannot be scored.
Client age 6-17 – score of 28 or higher indicates psychological impairment
Client ages 3-5 – score of 24 or higher indicates psychological impairment
Client aged 18 - no interpretation guidance exists at this time, as PSC-35 has been normed for clients aged 3-17, but not for clients aged 18.
If four or more items are blank, the questionnaire is invalid

- iii. Blue reference text appears on the IRIS form, and is included for reference
7. File the paper PSC-35 form in the client's chart.