

**San Bernardino County
Department of Behavioral Health**

**Child and Adolescent Needs and Strengths-San Bernardino
(CANS-SB) Procedure**

Effective Date 07/28/2015
Approval Date 07/28/2015


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Purpose

To provide standards and guidance to Department of Behavioral Health (DBH) staff and Contract Providers on the use of the Child and Adolescent Needs and Strengths-San Bernardino (CANS-SB). The CANS-SB has three primary uses:

- 1) Clinical decision support
- 2) Outcome monitoring
- 3) Quality improvement

As a clinical decision support tool, the CANS-SB assists in the collaborative development of a plan of care by clinical staff, consumers, and within Child and Family Teams; helps identify appropriate levels of care for consumers; and assists in identifying needed resources.

As an outcome monitoring tool, the CANS-SB assists in communicating and celebrating individual and family improvements; tracks aggregate improvement by children and families; and may provide information on program performance.

As a quality improvement tool, the CANS-SB assists in the management and supervision of staff (e.g., ensuring strengths and needs are incorporated into the care plan) and programs (e.g., ensuring balance of workload); helps identify areas of training needs; and helps in planning program additions or modifications.

Training and Certification

All staff utilizing the CANS-SB must be trained and certified every 2 years.

There are two training options available:

- 1) In-person training:
 - CANS-SB Certification Training can be obtained via DBH training.
 - 2) Online training:
 - CANS-SB Certification Training can also be obtained online via Praed Foundation at www.canstraining.com.
 - Online Training Coupons are purchased through the Praed Foundation, and Workforce Education and Training (WET) maintains a limited number of coupons available to DBH staff unable to attend a live training.
 - Procedures for online certification can be obtained by contacting Praed Foundation or WET.
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CANS-SB Database Use

The CANS-SB users shall utilize Objective Arts to record and share information.

Submission of CANS-SB:

- Through Objective Arts, users shall submit a CANS-SB for approval by their assigned clinical supervisor.

Approval of CANS-SB:

- Through Objective Arts, the clinical supervisor will review, approve, or reject the CANS-SB submitted to them by their staff.
- Staff will resubmit a rejected CANS within 48 hours of rejection to reconsideration.
- Upon final approval of a completed CANS-SB, the assessment will be "locked out" for any further modifications.
- If an approval is issued that was not intended to be approved, the Clinical Supervisor shall contact the Program's Objective Arts Clinical Administrator to take corrective actions.

Detailed procedures on the use of the Objective Arts Database can be found on the [CANS-SB website](#).

CANS-SB Supervision Uses

Clinical supervisors shall incorporate the review of the CANS-SB within the supervision of all new assessments and treatment planning. Supervision has the following expectations:

- Clinical Assessment documentation and scoring of the CANS-SB shall be consistent.
- Diagnosis of record shall be consistent with the Clinical Assessment and CANS-SB.
- Needs identified on the CANS-SB shall be incorporated within the Client Recovery Plan as medically indicated.
- Strengths shall be incorporated within the Client Recovery Plan as appropriate.

Clinical supervisors review and approve all completed CANS-SB and monitor congruence of information across the CANS-SB, clinical records, and treatment plan.

CANS-SB Roles and Responsibilities

The following roles and responsibilities shall be for implementation of CANS-SB in outpatient clinical operations, and shall apply to new clients only. The Program Manager will have discretion as to which procedures to use.

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(CANS-SB) Procedure, Continued**

**CANS-SB Roles
and
Responsibilities,
continued**

Roles	Responsibilities
Clerical Lead	<p>Enroll new staff into Objective Arts with the appropriate permissions to facilitate use of the Objective Arts system.</p> <p><u>Important Note:</u></p> <ol style="list-style-type: none"> 1) Clerical staff Lead will record CANS-SB data on an excel spreadsheet for each client. 2) Clerical staff will upload excel file to Objective Arts on a weekly basis. 3) Clerical staff will insure a new excel file for the Objective Arts upload is available each week.
Clinical Therapist	<ul style="list-style-type: none"> • Complete Integrated Children's assessment • Complete the CANS-SB within thirty (30) days of admission • Enter CANS-SB data into Objective Arts no more than five (5) business days after the assessment has taken place • Print a CANS-SB Score Sheets and place in chart • Review with supervisor • Per program guidelines, review with family and client • Complete the first CANS-SB update at three (3) months and every six (6) months after or at Discharge • Enter CANS-SB three (3) months update and future updates directly into Objective Arts • Assigned clinician will receive an alert for each client's three (3) month assessment from Objective Arts <p><u>Important Note:</u></p> <ol style="list-style-type: none"> 1) CANS-SB is not required at admission if the client does not meet criteria for services AND there is deemed insufficient information to complete CANS-SB accurately. 2) CANS-SB is not required at discharge if a three (3) month (i.e. update) CANS-SB was administered within the past thirty (30) days AND no significant change in the clients presentation has occurred.
Research and Evaluation	<p>Will produce quarterly reports and submit to the Regional Program Managers as needed.</p>

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CANS-SB Roles and Responsibilities, continued

Roles	Responsibilities
Research and Evaluation	Will produce quarterly reports and submit to the Regional Program Managers as needed.
Clinic Supervisor	Approve CANS-SB on a weekly basis for the previous week. Important Note: 1) Incorporate review of CANS-SB into clinical supervision and document as necessary in the clinician's supervision note. 2) Utilize, as appropriate, a structure tool to monitor for consistency (i.e. CANS-SB Supervision square) 3) Review Tickler report for accuracy

References

Child and Adolescent Needs and Strengths-San Bernardino (CANS-SB) website: <http://www.sbcounty.gov/DBH/CANS/>
 Child and Adolescent Needs and Strengths-San Bernardino (CANS-SB) Comprehensive/Multisystem Assessment – [San Bernardino Manual](#)
 CANS-SB Certification online training website: <https://canstraining.com/login>

Related Policy and/or Procedures

DBH Standard Practice Manual:
 • CHD3017: [Child and Adolescent Needs and Strengths-San Bernardino \(CANS-SB\) Policy](#)