CalOMS Admission Form Instructions

REQUIRED FORM:

The Admission Form is a required document in the client's file. Each participant's initial admission to the facility and any subsequent transfers or changes in service should be reported on a separate CalOMS Tx Admission form.

WHEN:

This form will be created at Intake-Admission to be defined as the first day of the participant's treatment/service. All Admission data must be gathered within seven days of a person's first day of treatment and completed in SanWITS by the 10th of the month following the report month.

COMPLETED BY:

Authorized agency representative

REQUIRED ELEMENTS:

• For instructions on each specific field, refer to CalOMS Data Collection Guide/CalOMS Treatment Data Dictionary.

NOTE:

If the client transfers or has a change in service, the episode must be discharged and a new episode opened with a new admission form. The discharge should reflect "referred" and the admission under the new episode would be marked as a "transfer".

The "Special Population Program" question is now reflecting specific populations and is no longer tracking funding sources.





Provider Id:	
Client Name:	
Client #:	
Data Entry Date:	
Data Entry Int:	
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ADMISSION ADMINISTRATION *REQUIRED					
Screening					
Potential Client for MH Yes No	Basis for De	cision	□ Based on Screening□ Based on Referral□ Based on Testing Result	☐ Court Ordered Treatment☐ Ct Ord Screening/Assessment☐	
Potential Client for TBI ☐ Yes ☐ No	Basis for De	cision	□ Based on Screening□ Based on Referral□ Based on Testing Result	☐ Court Ordered Treatment☐ Ct Ord Screening/Assessment	
*Admission Date (mm / dd / yyyy)	Code		dependent/Collateral □ Yes □ No		
*Admission/Transaction Type □ 1-Initial Admission □ 2-Transfer of Change	je in Service		VORKs Recipient es □ No □ Not Sure/Don't Know		
*Type of Treatment Service □ 1-Nonresidential/Outpatient Treatment/Re □ 2-Nonresidential/Outpatient Day Program □ 3-Nonresidential/Outpatient Detoxification □ 5-Residential Detoxification (non-hospital)	- intensive	;) □ 7-F	Residential Treatment/recovery 30 days or less) Residential Treatment/recovery 31 days or more)	*SA Tx Under CalWORK Yes No Not Sure/Don't Know	
*Submit to CalOMS □ Yes □ No	*Admission Stat	ff			
* # of Days Waited to Enter Tx	*Spec		necial Services Contract ID (Always NA) NA		
*# of Prior Episodes			ecial Services/Contract County Code (Always Not Applicable) lot Applicable		
Record Status					
Record Created By Creat		ted Date			
Last Updated By Last		ast Updated Date			
CalOMS Form Serial # Last		ast Upload to State Date			
CADDS Form Serial #					
ADMISSION ADMINISTRATION				*REQUIRED	
Program Fees		Intake Fees			
Drug Testing Participation ☐ Yes ☐ No			Testing Level Indicator (Please indicate color)		
Baseline UA Completed ☐ Yes ☐ No	□ Not Sure/Don't k	(now	Drug Screening Fees		
Pictures Taken		Encounter Fees			





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ADMISSION ADMINISTRATION *REQUIRED					
Prop. 36 Start Date		Prop. 36 End Date		JURIS#	
*Special Population Program (Not related to Funding Source)	□ Non BHS Contract □ ReEntry Court Participant □ Prop 47 Participant □ None □ Juvenile Drug Court Participant				
*How did you hear about us? 1-Access and Crisis Line (ACL) 2-SUD/Prevention Brochures 3-County SUD Web Site 4-Help/Info Line (211)	□ 5-Crim Justice i.e., Probation/Court/Parole/Law Enforcement □ 6-ER/Trauma/Hospital □ 7-Homeless Shelter □ 8-Mental Health Program □ 9-Primary Care Physician / Health Clinic □ 10-Family Member □ 11-Outreach Worker (HOW, HOT, etc.) □ 12-Return Participant □ 13-Other - Please Explain □ 14-Not Applicable				
If Other, Specify					
Administrative Checklist (Select all that apply) Personal Rights Given					
ALCOHOL & DRUG USE *REQUIRED					
Primary Drug					
*Drug Type O-None (Will be rejected) 1-Heroin 2-Alcohol 3-Barbiturates 4-Other Sedatives or Hypnotics 5-Methamphetamine		□ 6-Other Amphetamines □ 7-Other Stimulants □ 8-Cocaine / Crack □ 9-Marijuana / Hashish □ 10-PCP □ 11-Other Hallucinogens □ 12-Tranquilizers (e.g. Benzoc	liazepine)	14-Non-Prescription Methadone 15-Oxycodone / OxyContin 16-Other Opiates or Synthetics 17-Inhalants 18-Over-the-Counter 19-Ecstasy 20-Other Club Drugs	
*Number of Days Used in Past 36 Number between 0 and 30 99902-None or Not Applicable	D Days	*Route of Administration 1-Oral 2-Smoking 3-Inhalation	_ 4	4-Injection (IV or intramuscular) 99902-None or not applicable 99903-Other	
*Age of First Use Must select # be	etween 5 and 105 9	99904-Unable to answer (only if c	lient is in detox or de	velopmentally disabled)	





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ALCOHOL & DRUG USE				*REQUIRED			
Secondary Drug							
*Drug Type O-None (Will be rejected) 1-Heroin 2-Alcohol 3-Barbiturates 4-Other Sedatives or Hypnotics 5-Methamphetamine	□ 6-Other Amp □ 7-Other Stim □ 8-Cocaine / 0 □ 9-Marijuana / □ 10-PCP □ 11-Other Hal □ 12-Tranquiliz □ 13-Other Tra	ulants Crack ′ Hashish lucinogens ers (e.g. Benzodiaze	pine)	□ 14-Non-Prescription Methadone □ 15-Oxycodone / OxyContin □ 16-Other Opiates or Synthetics □ 17-Inhalants □ 18-Over-the-Counter □ 19-Ecstasy □ 20-Other Club Drugs □ 99903-Other (specify)			
*Number of Days Used in Past 30 Days	*Route of Admi	nistration					
Number between 0 and 30 99902-None or Not Applicable	□ 1-Oral □ 4-Injection (IV or intramuscular) □ 2-Smoking □ 99902-None or not applicable □ 3-Inhalation □ 99903-Other						
*Age of First Use Must select # between 5 and 105	99904-Unable	to answer (only if clie	nt is in detox	x or developmentally disabled)			
	т	ertiary Drug					
*Drug Type O-None (Will be rejected) 1-Heroin 2-Alcohol 3-Barbiturates 4-Other Sedatives or Hypnotics 5-Methamphetamine	□ 6-Other Amphetamines □ 14-Non-Prescription Methadone □ 7-Other Stimulants □ 15-Oxycodone / OxyContin □ 8-Cocaine / Crack □ 16-Other Opiates or Synthetics □ 9-Marijuana / Hashish □ 17-Inhalants □ 10-PCP □ 18-Over-the-Counter □ 11-Other Hallucinogens □ 19-Ecstasy □ 12-Tranquilizers (e.g. Benzodiazepine) □ 20-Other Club Drugs □ 13-Other Tranquilizers □ 99903-Other (specify)						
*Number of Days Used in Past 30 Days Number between 0 and 30 99902-None or Not Applicable	*Route of Administration 1-Oral			□ 99902-None or not applicable			
*Age of First Use Must select # between 5 and 105 99904-Unable to answer (only if client is in detox or developmentally disabled)							
* # of Days Alcohol Used in Past 30	* # of Days IV L	Jsed in Past 30	□ Yes □ No	leedles in Past 12 Months			
TOBACCO / NICOTINE				*REQUIRED			
*Have you ever used Tobacco/Nicotine products (*Answering NO or UNKNOWN will cause remaining Yes No Unknown		opulate; if YES, contin	ue answerii	ng the questions.)			
*Smoker Status		At what age	did you firs	t use tobacco/nicotine product(s)?			
□ Current every day smoker □ Current some day smoker □ Smoker, current status unknown □ Former smoker		□ 1-< □ 2-1 □ 3-1 □ 4-2	1-14 5-19	□ 5-26-30 □ 6->=31 □ 97-Unknown			

County of San Diego Behavioral Health Services



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TOBACCO / NICOTINE			*REQUIRED		
In the past 30 days, what tobacco/nicotine product did you use most frequently?					
□ 0-No Tobacco Use □ 1-Cigarettes □ 2-Cigars or Pipes □ 3-Smokeless Tobacco □ 4-Combo/more than 1					
Other/Please Describe (Unable to add or m	Other/Please Describe (Unable to add or modify information in this field – leave blank)				
□ 2-Once a week □ 6	tobacco/nicotine product -3-6 times a day -More than 6 times a day 7-Unknown	:(s)?	In the past 30 days, how many cigarettes did you smoke per week?		
FAMILY / SOCIAL			*REQUIRED		
*# of Days Social Support in Past 30 (Selec	ct # between 0 and 30)	*# o	of Children Under 18 (Select # between 0 and 30)		
*Current Living Arrangements 1-Homeless/In Shelter 1-Homeless/Living w Other(s) 1-Homeless/Out of Shelter 3-Independent Living 1-Homeless/Out of Shelter			* # of Children Age 5 or Less (Select # between 0 and 30)		
*# of Days Living w/User of Alcohol or Drugs in Past 30 (Select # between 0 and 30)			of Children Living w/Someone Else Because of a Child Protection Order (Select # between 0 and 30)		
*# of Days Family Conflict in Past 30 (Select # between 0 and 30)			of Children Living w/Someone Else for whom Parental Rights have been Terminated (Select # between 0 and 30)		
*Current Zip Code (00000-Homeless)					
Abuse Characteristics					
*Does episode involve physical abuse?	□ Perpetrator □ Victim	□ No	□ Unwilling to Answer		
*Does episode involve sexual abuse?	□ Perpetrator □ Victim	□ No	o 🗆 Unwilling to Answer		
*Does episode involve domestic abuse?	□ Perpetrator □ Victim	□ No	o □ Unwilling to Answer		





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EMPLO	OYMEN	Г		*REQUIRED
□ 1-Emp □ 2-Part □ 3-Une □ 4-Une	*# of Paid Work Days in Past 30 (Select # between 0 and 30) □ 1-Employed Full Time (35 hours or more) *# of Paid Work Days in Past 30 (Select # between 0 and 30) 99900-Decline to state			· · · · · · · · · · · · · · · · · · ·
*Enrolled			- O'' t	
□ Yes	□ No	☐ Client declined to state	☐ Client un	able to answer (Only if client is in detox or developmentally disabled)
*Enrolled	in Job Ti □ No	raining ☐ Client declined to state	□ Client un	able to answer (Only if client is in detox or developmentally disabled)
*Graduat	ed from H	ligh School		
□ Yes	□ No	☐ Client declined to state	□ Client un	able to answer (Only if client is in detox or developmentally disabled)
*Highest	School G	rade Completed		
00-Kin 01-1st 02-2 nd 03-3rd 04-4th 05-5th 06-6th 07-7th 08-8th 09-9th	Grade	·	11-11 th Gr 12-12 th Gr 13-13 14-14 15-15 16-16 17-17 18-18 19-19 20-20 21-21 22-22	
LEGAL	_ / CRII	MINAL JUSTICE		*REQUIRED
*# of Arre	ests in La	st 30 Days (Select # between	0 and 30)	*# of Jail Days in Last 30 (Select # between 0 and 30)
*# of Prison Days in Last 30 (Select # between 0 and 30)		and 30)	*# of Arrests in Last 6 Months (Select # between 0 and 30)	
□ 2-Und □ 3-On r □ 4-Post □ 5-Adm □ 6-Inca □ 7-Awa	eriminal just er parole st parole front t-release (nitted under rcerated iting trial,	stice involvement supervision from CDC n any other jurisdiction	t under CA Pe	
*CDC Nu	mber			*Parolee Services Network (PSN) Yes No Client unable to answer (only if client is in detox or developmentally disabled)
NOTE	: CDC n	umber is a valid six-char	acter string	of capital alpha (A-Z) and numeric (0-9) CDCR characters

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LEGAL / CRIMINAL JUSTICE	*REQUIRED		
*FOTP Parolee Yes No Client unable to answer (only if client is in detox or developmentally disabled)	*FOTP Priority Status 1-Completed Forever Free and released and enrolled in treatment program 2-Any woman paroling from CIW 3-Completed Forever Free and goes direct to FOTP facility 99902-None or not Applicable 99904-Client unable to answer		
MEDICAL/PHYSICAL HEALTH	*REQUIRED		
*# of Times Emergency Room in Past 30 (Select # between 0 and 30)	*Medi-Cal Beneficiary □ 1-Yes □ 0-No □ 99904-Client unable to answer		
*# of Hospital Overnights in Past 30 Days (Select # between 0 and 30)	*Medication Prescribed as Part of Tx ☐ 1-None ☐ 2-Any woman paroling from CIW ☐ 3-LAAM ☐ 4-Buprenorphine (Subutex) ☐ 5-Buprenorphine (Suboxone) ☐ 99903-Other		
NOTE: Medications – Report Only medications prescribed by the provider for SUD treatment; this field is checked against the state's Master Provider File to ensure the services being reported are consistent with what the provider is certified or licensed to provide.			
*# of Days Medical Problems in Past 30 (Select # between 0 and 30)	*Communicable Diseases: Tuberculosis Second Yes Second No Second Client declined to state Second Client unable to answer		
*HIV Tested *Communicable Diseases: Hepatitis C			
☐ Yes ☐ No ☐ Client declined to state ☐ Client unable to answer	☐ Yes ☐ No ☐ Client declined to state ☐ Client unable to answer		
*HIV Test Results Received Yes No Client declined to state Client unable to answer	*Communicable Diseases: STD Yes No Client declined to state Client unable to answer		
*Pregnant at Admission (Auto-populates based on gender and previous pregnancy questions)			
MENTAL HEALTH	*REQUIRED		
*Mental Illness Diagnosed □ 1-Yes □ 0-No □ 99901-Not Sure / Don't Know	*# of Times Outpatient Emergency MH Services in Past 30 Days (Select # between 0 and 30)		
*# of 24hr Psychiatric Facility Stays in Past 30 Days (Select # between 0 and 30)	*Mental Health Medication in Past 30 Days ☐ Yes ☐ No ☐ Client unable to answer		
*Suicide Attempts □ Yes □ No	Was the attempt in the last 30 days? (Required field if suicide answer is YES) □ Yes □ No		