

## COMPLETING ASSESSMENTS

### Case Assessment Setup: Intake Assessment Schedule

After completing the child’s Intake Face Sheet, the “Case Assessment Setup” screen is presented. When on the Child Home Page, the Case Assessment Setup screen may also be accessed under the “Case Status” menu (toward the bottom of the toolbar at the left of your screen).

**Actions**

- Attention Items
- My Open Cases
- Add/Reopen Child
- Find/Edit Child
- Monthly Session
- Change Provider
- Reports
- Account Settings
- Logout

**Child Actions**

- Child Home Page
- Score Profile Report
- TF-CBT Treatment Components Report

Case Assessment Setup		
Child DOB:	10/18/2008	Intake Date: 05/01/2018
Child Age:	9 years, 6 months (114 months)	
Intake	Assessment	Recommendation
Child's History of Trauma Exposure		
<input checked="" type="checkbox"/>	Trauma History Screen (THS) - CHILD	Required.
<input checked="" type="checkbox"/>	Trauma History Screen (THS) - CAREGIVER	Required.
Child Trauma Symptoms		
<input checked="" type="checkbox"/>	Child PTSD Symptom Scale (CPSS V) - CHILD	Recommended for children 7 or more years old. Optional for children less than 7 years old.
<input checked="" type="checkbox"/>	Child PTSD Symptom Scale (CPSS V) - CAREGIVER	Recommended for children 7 or more years old.
<input type="checkbox"/>	Child PTSD Symptom Scale (CPSS IV) - CHILD	Recommended for children 7 or more years old. Optional for children less than 7 years old. Can Use In Place of CPSS-V. <b>CPSS-IV is being phased out.</b>
<input type="checkbox"/>	Child PTSD Symptom Scale (CPSS IV) - CAREGIVER	Recommended for children 7 or more years old. Can Use In Place of CPSS-V. <b>CPSS-IV is being phased out.</b>
<input type="checkbox"/>	Young Child PTSD Checklist (YCPC) - CAREGIVER	Recommended for children less than 7 years old.
Child Behavior		
<input type="checkbox"/>	Ohio Scales - CHILD	Recommended for children 11-18 years old. Optional for children 5 - 10 years old.
<input checked="" type="checkbox"/>	Ohio Scales - CAREGIVER	Recommended for children 5-18 years old.
<input type="checkbox"/>	Preschool Pediatric Symptom Checklist (PPSC) - CAREGIVER	Recommended for children less than 5 years old.
Caregiver Symptoms		
<input type="checkbox"/>	Center for Epidemiologic Studies Depression Scale - Revised (CESD-R) - CAREGIVER	Recommended for children less than 7 years old.

Five assessment categories are shown:

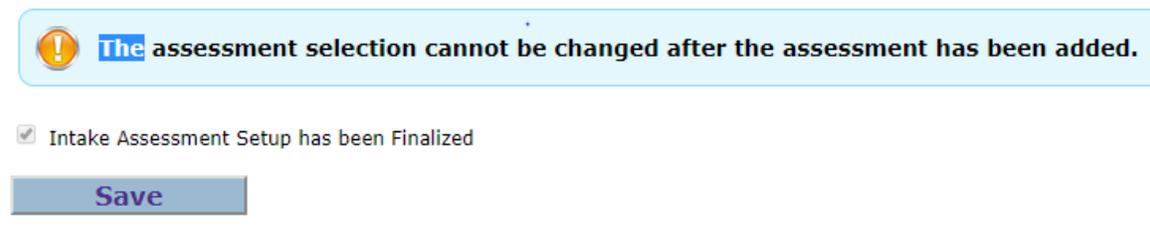
- Trauma exposure
- Trauma Symptoms
- Child behavior
- Caregiver symptoms
- Additional

When the “Case Assessment Setup” screen is presented, required or recommended assessments will appear with checks next to them, based on the EBP Model and the child’s age. Required assessments appear “grayed out” and cannot be unchecked or removed. Recommended assessments appear with black checks that can be

removed (if the clinician deems appropriate) by unchecking the box next to the assessment. All other assessments appear without checks and can be chosen by clicking on the box next to the assessment.

Using the case conceptualization process discussed below, clinicians will decide which assessments to use and will identify these assessments by checking the box next to the listed assessment.

**When you have finished selecting or editing assessments, scroll to the bottom of the form. Check the box “Intake Assessment Setup has been Finalized” and click on the ‘Save’ button.** The intake assessment setup has now been finalized. The system will return to the Child’s Home Page.



The screenshot shows a light blue notification bar with a yellow warning icon and the text: "The assessment selection cannot be changed after the assessment has been added." Below this is a checkbox labeled "Intake Assessment Setup has been Finalized" which is checked. At the bottom of the form is a blue "Save" button.

**! TIP:** The assessment selection can’t be changed after the Intake Assessment Setup has been finalized and the Save button has been clicked.

### Case Conceptualization

As you prepare to assess your child and/or caregiver, you should consider the following in deciding the most appropriate assessments to track symptom change:

- What assessments show that the child has symptoms in the clinical range?
- What is the primary problem/symptom/functioning area you expect to see improvement on?
- What assessment will best capture that improvement?
- Who will be the most accurate reporter of symptom change (child or caregiver)?
- Is the assessment age appropriate?
- What are the recommended assessments for the treatment model you are using?

### Case Assessment Setup: Periodic Assessment Schedule

Follow-up assessments are conducted every 90 days and at discharge using targeted assessment(s), the Ohio scales, and the Satisfaction Questionnaire. After completing a child’s first Periodic Face Sheet, you should be redirected to the “Case Assessment Setup” page to choose the periodic/discharge assessments.

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The Case Assessment Setup screen may also be accessed from the Child Hope Page under the “Case Status” menu (toward the bottom of the toolbar at the left of your screen).

Intake	Periodic and Discharge	Assessment	Recommendation
<b>Child's History of Trauma Exposure</b>			
<input checked="" type="checkbox"/>		Trauma History Screen (THS) - CHILD	Required.
<input checked="" type="checkbox"/>		Trauma History Screen (THS) - CAREGIVER	Required.
<b>Child Trauma Symptoms</b>			
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Child PTSD Symptom Scale (CPSS V) - CHILD	Recommended for children 7 or more years old. Optional for children less than 7 years old.
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Child PTSD Symptom Scale (CPSS V) - CAREGIVER	Recommended for children 7 or more years old.
<b>Child Behavior</b>			
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Ohio Scales - CAREGIVER	Recommended for children 5-18 years old.
<b>Caregiver Symptoms</b>			
<input type="checkbox"/>	<input type="checkbox"/>	Parental Stress Scale (PSS) - CAREGIVER	
<b>Satisfaction</b>			
	<input checked="" type="checkbox"/>	4-Item Ohio Satisfaction - Child	Required.
	<input checked="" type="checkbox"/>	4-Item Ohio Satisfaction - Caregiver	Required.
<b>Optional</b>			
<input type="checkbox"/>	<input type="checkbox"/>	Short Mood And Feelings Questionnaire - CHILD	
<input type="checkbox"/>	<input type="checkbox"/>	Short Mood And Feelings Questionnaire - CAREGIVER	

**The assessment selection cannot be changed after the assessment has been added.**

Intake Assessment Setup has been Finalized

**Save**

Assessments that were completed at intake and that are repeated at periodic assessments are automatically selected.

If additional, non-required assessments were selected at intake, you may choose to un-check the box.

The Periodic Assessment Schedule can't be saved unless one version of the OHIO assessment (Child or Caregiver), the Satisfaction measure and ONE ADDITIONAL measure are selected.

**! TIP: Periodic Assessment Rule-OHIO plus SATISFACTION PLUS ONE additional assessment.**

You may also choose to add additional, non-required assessments at this time. Additional assessments may only be added at the FIRST Periodic assessment.

When you have finished selecting or editing assessments, scroll to the bottom of the form. Check the box “Assessment Setup has been Finalized” and click on the ‘Save’ button. The periodic assessment setup has now been finalized. The system will return to the Child’s Home Page.