



**GENESEE COUNTY COMMUNITY
MENTAL HEALTH PIHP
PROCEDURE MANUAL**

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SUBJECT: Multnomah Community Ability Scale Training and Administration		PAGE: 1
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Relates To Policy:	01-400-93	

I. AFFECTED DEPARTMENTS:

- ACT
- MI – Adults
- External Provider Network

II. PURPOSE:

To define requirements and procedures for administering the MCAS.

III. PROCEDURE:

A. Timeframe for administration

The MCAS is required to be completed by the primary clinician for all adults, MI and DD, receiving case management, supports coordination, or ACT services

1. at the time of preplanning for each new IPOS;
2. at discharge;

When a discharge is completed after the last clinical contact with the consumer, MCAS should be completed and **dated as of the last date of contact**.

B. Rater training

Each program required to administer the MCAS has been provided with a training video. New staff should watch the video and complete the training vignettes included.

C. Data entry

CMH staff enter MCAS data on the Intranet. Go to Database Applications, then Outcomes/LOF, then Multnomah.

Contract providers enter MCAS on the OPSC. Open the consumer’s record. Click on Work with Outcome Information, then on Multnomah.

IV. DEFINITIONS:

MCAS - Multnomah Community Ability Scale

V. TRAINING AND DISSEMINATION:

- Initial email to supervisors and contract providers.
- Inclusion in new employee Performance Indicators training.
- Annual review at Quality Oversight Council.