

## Outcomes Measures Application Version 3.3.0

### Step by Step Instructions for FSP, Specialized Foster Care, and Wraparound FSP

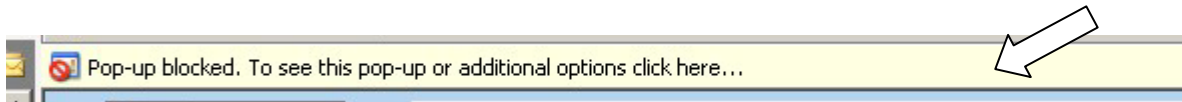
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Click the link or open web browser and type one of the following URL links.

Intranet Production: <https://intra.dmhapps.co.la.ca.us/MHSA>

Internet Production (RSA card needed): <https://dmhapps.co.la.ca.us/MHSA/>

If you get a message that you have a pop up blocker, click on the link and allow the pop-up.



### Sign In

Enter Integrated System (IS) User Name OR DMH Network User Name and Password

Click OK

**Note:** DMH user accounts (as opposed to DMH IS Accounts) can only *view* assessments.

**NEW FEATURE:** By clicking on the "Remember User Name" check box in the Sign In screen the application will automatically populate your User Name every time you log in.

A screenshot of the "Outcomes Measures Application" sign-in interface. At the top, there is a blue header bar with the text "Los Angeles County Department of Mental Health" and "Outcomes Measures Application". To the right of the header is the official seal of the County of Los Angeles, California. Below the header, there is a "Sign In" button with a globe icon and a green arrow. Below the button is a "Sign In" dialog box. The dialog box has a blue title bar and contains the text "Enter your user name and password to sign in." Below this text are two input fields: "User Name:" and "Password:". To the right of the "User Name:" field is a checkbox labeled "Remember User Name". At the bottom of the dialog box are two buttons: "OK" and "Cancel".

If you have any questions about Logging On, please visit our Logon to OMA webpage:

[Logon to OMA](#) or <http://dmhoma.pbwiki.com/Logon+to+OMA>

### Three Month Tickler

The first screen after Logon is the **Three Month Tickler**.

This screen shows when a Three Month assessment is due for a client.

Los Angeles County Department of Mental Health

# Outcomes Measures Application

Home Internet Reports Sign Out

You are signed on as: jflynn

My Assessments My Team Assessments Client Search

## Three Month Tickler

WIZARDS

Search for [ ] Go

1 of 10 231 Items 25 /Page Go

Client	Name First	Name Last	Name Mid	Current Provider Number	Partnership Date	Current Due Date	Latest 3 M Date
				7493	5/10/2010	8/10/2010	
				1927	5/10/2007	8/10/2010	6/8/2010
				7194	5/10/2010	8/10/2010	8/29/2008
				7328	11/10/2008	8/10/2010	5/10/2010
				7194	5/10/2007	8/10/2010	2/4/2010
				1927	8/11/2008	8/11/2010	6/8/2010
				7194	5/11/2007	8/11/2010	5/11/2010
				7328	2/11/2009	8/11/2010	9/12/2009

FSP

SFC

FCCS

### All screens now feature new Home and Internet Reports Buttons

Home Internet Reports Sign Out

You are signed on as: jflynn

Takes you back to the start

Opens Reports Application

The Home button will always take you back to the start (the Three Month Tickler), no matter where you are in the application.

Internet Reports is a separate application that will allow you to look at reports on the clients at your agency. For more information on using this application, visit the Internet Reports Page at

<http://dmhoma.pbworks.com/OMA-Reports>

...where you'll find a special Step-by-Step guide for Internet Reports.

## View Existing Assessments

1. To view 'My Baselines', mouse over **My Assessments** tab and click **My Baselines**
2. To view 'My Key Event Changes', mouse over **My Assessments** and click **My Key Event Changes**
3. To view 'My Three Months', mouse over **My Assessments** and click **My Three Months**

Los Angeles County Department of Mental Health

# Outcomes Measures Application

Home Internet Reports Sign Out You are signed on as: jflynn

My Assessments My Team Assessments Client Search

My Baselines  
My Key Event Changes  
My Three Months  
My FCCS Baselines  
My FCCS Updates

WIZARDS

FSP

SFC

FCCS

Search for [ ] Go

231 Items 25 /Page Go

Client	Name First	Name Last	Name Mid	Current Provider Number	Partnership Date	Current Due Date	Latest 3 M Date
				7493	5/10/2010	8/10/2010	
				1927	5/10/2007	8/10/2010	6/8/2010
				7194	5/10/2010	8/10/2010	8/29/2008
				7328	11/10/2008	8/10/2010	5/10/2010
				7194	5/10/2007	8/10/2010	2/4/2010
				1927	8/11/2008	8/11/2010	6/8/2010
				7194	5/11/2007	8/11/2010	5/11/2010
				7328	2/11/2009	8/11/2010	9/12/2009
				7328	2/11/2008	8/11/2010	

4. To view 'My Team Baselines', mouse over **My Team Assessments** tab and click **My Team Baselines**
5. To view 'My Team Key Event Changes', mouse over **My Team Assessments** and click **My Team Key Event Changes**
6. To view 'My Team Three Months', mouse over **My Team Assessments** and click **My Three Months**
7. To go back to the Three Month Tickler screen, mouse over **My Team Assessments** and click **Three Month Tickler**

Los Angeles County Department of Mental Health

# Outcomes Measures Application

Home Internet Reports Sign Out You are signed on as: jflynn

My Assessments My Team Assessments Client Search

Three Month  
My Team Baselines  
My Team Key Event Changes  
My Team Three Months  
Three Month Tickler  
My FCCS Team Baselines  
My FCCS Team Updates

WIZARDS

FSP

SFC

FCCS

Search for [ ] Go

25 /Page Go


Client	Name First	Name Last	Name Mid	Current Provider Number	Partnership Date	Current Due Date	Latest 3 M Date
				7493	5/10/2010	8/10/2010	
				1927	5/10/2007	8/10/2010	6/8/2010
				7194	5/10/2010	8/10/2010	8/29/2008
				7328	11/10/2008	8/10/2010	5/10/2010
				7194	5/10/2007	8/10/2010	2/4/2010
				1927	8/11/2008	8/11/2010	6/8/2010

## Start a Baseline

1. Float your Mouse over "> FSP" and then "Start FSP Baseline" and click **Start FSP Baseline**

Los Angeles County Department of Mental Health

# Outcomes Measures Application



► My Assessments ► My Team Assessments

Three Month Tickler

WIZARDS Search for  Go

Start FSP Baseline of 10 231 Items 25 /Page Go

► FSP

► SFC

► FCCS

Start FSP KEC

Start FSP ThreeM

st	Name Last	Name Mid	Current Provider Number	Partnership Date	Curre
			7493	5/10/2010	8/10/2
			1927	5/10/2007	8/10/2
			7194	5/10/2010	8/10/2
			7328	11/10/2008	8/10/2
			7194	5/10/2007	8/10/2

2. Type Client ID (MIS) on **Search For** field
3. Click **Go**
4. To go back to previous screen, click **Back**

► My Assessments ► My Team Assessments ► Client Search

### FSP Baseline Wizard Select Client

Search for  Go

0 of 0 0 Items 10 /Page Go

Client	Name Last	Name First	Birth Date	Gender
--------	-----------	------------	------------	--------

Back Next

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5. Select your Client by clicking the Check Box, and then click Next

My Assessments My Team Assessments Client Search

FSP Baseline Wizard

Search for  Go

1 of 1 1 Items 10 /Page Go

Client	Name Last	Name First	Birth Date	Gender
<input type="checkbox"/>				

Back Next

Click the Check Box to select this client

...then click Next!

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6. Select a **Program** from dropdown list for the client, enter the **Partnership Date**
7. Select the correct Episode
8. Click **Next**

Show Client

Client  Program Name

Name First  Address

Name Last  City State ZIP

Name Mid  Birth Date

Gender  Group Name

Add Client Program

Client

Program

Partnership Date

FSP Baseline Wizard Select Episode

1 of 1 1 Items 10 /Page Go

Episode	Service Location Name	Admit Date	Discharge Date	Baseline Exists	Program Name
<input type="checkbox"/>	7328A001	7328A CHILDRENS INST INC OP	10/22/2007	No	

Back Next

Select the Program for this client, and then enter the Partnership Date.

Select the correct Episode, and then...

Click Next!

9. Select clinician that completed the assessment from **Assessment Completed By** dropdown list
10. Enter the **Assessment Date**
11. Click the **Begin Baseline** button

▶ My Assessments   ▶ My Team Assessments   ▶ Client Search

**Show Client**

Client		Program Name	FSP-Child
Name First		Address	
Name Last		City State ZIP	
Name Mid		Birth Date	
Gender		Group Name	

**Add Baseline**

Episode 7328A001

Date Created 9/8/2010

User Created jflynn

Assessment Completed By C011957 ▼

Assessment Date 8/30/2010

Back Begin Baseline

Select Staff Code of the person who completed the Assessment & enter the Assessment Date

Click Begin Baseline

12. Fill out the eight (8) sections:

- To jump from section to section without saving data, click on the sections tabs.
- To save section click on the **Back, Save, Return to Client Baseline Table, or Next** buttons.

13. Once completed the Legal section, click the **Finish** button to save and return to Baseline Demographics.

14. To mark the assessment as completed click on the **Is Complete** button on any of the sections. It will save and return to Baseline Demographics.

**NEW FEATURE:** Ability to edit **Assessment Completed By** and **Assessment Date** fields.

Los Angeles County Department of Mental Health  
**Outcomes Measures Application**

Sign Out

You are sign on as [redacted]

My Assessments My Team Assessments Client Search Maintenance

Name First [redacted] Client [redacted] Baseline [redacted]

Show Baseline Demographics

Birth Date [redacted] Admit Date [redacted]  
Ethnicity 03-Hispanic Discharge Date [redacted]  
Gender Male SFPR Provider Name [redacted]  
Group Name Older Adult SFPR Telephone [redacted]  
Program Name FSP-OlderAdult Episode Type 0

ADMIN INFO LIVING ARRANGEMENTS SOCIAL SUPPORT FINANCIAL DA / V / EL PHYSICAL HEALTH CS / PMRT LEGAL ← 8 sections

Baseline

Assessment Completed By [redacted] Fields can be edited  
Assessment Date [redacted]

Administrative Information

Partnership Date [redacted]  
Partnership Service Coordinator (Last Name) [redacted]  
Who referred the client? (select one)  
☐ Acute Psychiatric / State Hospital ☐ Jail / Prison ☐ School  
☐ Emergency Room ☐ Juvenile Hall / Camp / Ranch / California Youth Authority / Division of Juvenile Justice ☐ Self  
☐ Faith-based Organization ☐ Mental Health Facility / Community Agency ☐ Significant Other  
☐ Family Member ☐ Other ☐ Social Services Agency  
☐ Friend / Neighbor ☐ Other County / Community Agency ☐ Street Outreach  
☐ Homeless Shelter ☐ Primary Care / Medical Office ☐ Substance Abuse Treatment Facility / Agency

PROGRAM INFORMATION

In which additional program(s) is the client CURRENTLY involved? (select all that apply)

AB2034 Program ☐  
Governor's Homeless Initiative (GHI) Program ☐  
MHSA Housing Program ☐  
Date Modified 2/3/2009  
Modified By [redacted]

NOTE: TO SAVE THIS PAGE YOU MUST CLICK ON ONE OF THE BUTTONS BELOW.

Back Save Is Complete Return to Client Baseline Table Next ← Save Buttons

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Mark assessment as completed

When you mark an Assessment "Is Complete," that indicates to DMH that you're ready for the data to be sent to the State and/or included in reports. Please Note: you can still edit assessments AFTER you mark the as Complete...it's not recommended, but it is a possible.



## Start a Key Event Change (KEC)

1. Click the **Start KEC** tab

Los Angeles County Department of Mental Health

# Outcomes Measures Application

▶ My Assessments ▶ My Team Assessments ▶ Client Search

Three Month Tickler

WIZARDS Search for  Go

▶ Start FSP Baseline of 0 ▶▶ 0 Items 25 /Page Go

▶ FSP ▶ **Start FSP KEC** ▶ Start FSP ThreeM

Click Here to create an FSP KEC

▶ SFC

▶ FCCS

Name Last	Name Mid	Current Provider Number	Partnership Date	Current Du
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2. Type Client ID on **Search For** field
3. Click **Go**

▶ My Assessments ▶ My Team Assessments ▶ Client Search

## FSP KEC Wizard Select Client

Search for  Go

◀◀ 0 of 0 ▶▶ 0 Items 10 /Page Go

Client	Name Last	Name First	Birth Date	Gender
--------	-----------	------------	------------	--------

Back Next

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4. Check the box next to your Client's name, and then click Next.

My Assessments My Team Assessments Client Search

FSP KEC Wizard Select Client

Search for [redacted]

1 of 1 1 Items 10 /Page Go

	Client	Name Last	Name First	Birth Date	Gender
<input checked="" type="checkbox"/>	[redacted]	[redacted]	[redacted]	[redacted]	[redacted]

Back Next

Check the box next to your client...

...and click Next!

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5. On this screen you can check out the client's Program, and then put a Check next to the Baseline and Hit Next to get started.

Show Client

Client [redacted] Program Name [redacted]

Name First [redacted] Address [redacted]

Name Last [redacted] City State ZIP [redacted]

Name Mid [redacted] Birth Date [redacted]

Gender [redacted] Group Name [redacted]

Does the Program look OK? If so...

Show Client Program(s)

1 of 1 1 Items 10 /Page Go

Client	Program	Partnership Date	Inactive Date
[redacted]	FSP-Child	8/31/2010	

...check the box next to the appropriate baseline, and hit Next.

FSP KEC Wizard Select Baseline

1 of 1 1 Items 10 /Page Go

Baseline	Group Name	Program Name	Provider Number	Date Created	User Created
<input checked="" type="checkbox"/>	[redacted]	[redacted]	[redacted]	9/8/2010	jflynn

Back Next

6. To start the KEC, select the Episode, enter the Staff Code, enter the Assessment Date, and then Click Begin KEC.

► My Assessments ► My Team Assessments ► Client Search

**Show Client**

Client		Program Name	
Name First		Address	
Name Last		City State ZIP	
Name Mid		Birth Date	
Gender		Group Name	

Select the correct Episode, then the Staff Code of the person who completed the Assessment, and then enter the Assessment Date, and then....

**Add Key Event Change**

Baseline	137
Episode	** Please Select **
User Created	jflynn
Date Created	9/8/2010
Assessment Completed By	** Please Select **
Assessment Date	

[Back](#) [Begin KEC](#)

Click Begin KEC

7. Fill out appropriate section(s) where there is a change:
  - To jump from section to section without saving data, click on the sections tabs.
  - To save section click on the **Back, Save, Return to Client Baseline Table, or Next** buttons.
8. If completing Legal section, click the **Finish** button to save and return to KEC Demographics.
9. To mark the assessment as completed click on the **Is Complete** button in any of the sections. It will save and return to KEC Demographics.

Los Angeles County Department of Mental Health

## Outcomes Measures Application

You are sign on as: gacosta

[My Assessments](#) | 
 [My Team Assessments](#) | 
 [Client Search](#) | 
 [Maintenance](#)

Name First  Client  Kcid

**Show KEC Demographics**

Birth Date <input type="text"/>	Admit Date <input type="text"/>
Ethnicity 03-Hispanic	Discharge Date <input type="text"/>
Gender Male	SFPR Provider Name <input type="text"/>
Group Name Older Adult	SFPR Telephone <input type="text"/>
Program Name FSP-OlderAdult	Episode Type 0

ADMIN INFO
LIVING ARRANGEMENTS
SOCIAL SUPPORT
FINANCIAL
DA / V / EL
PHYSICAL HEALTH
CS / PMRT
LEGAL

Select section to be completed

**Key Event Change**

Assessment Completed By

Assessment Date

Fields can be edited

**CHANGE IN ADMINISTRATIVE INFORMATION (SKIP THIS SECTION IF THERE ARE NO CHANGES)**

New Provider Number <input type="text"/>	Date Province Site ID Change <input type="text"/>
New Partnership Service Coordinator (Last Name) <input type="text"/>	Date of Partnership Service Coordinator Change: <input type="text"/>
New FSP Program Name <input type="text"/>	Date of FSP Program Name Change: <input type="text"/>
** Please Select ** <input type="text"/>	

**PROGRAM INFORMATION**

In which additional program(s) is the client CURRENTLY involved? (select all that apply)

**AB2034 PROGRAM:**

Now enrolled in the AB2034 Program <input type="checkbox"/>	Date of AB2034 Change: <input type="text"/>
No longer enrolled in the AB2034 Program <input type="checkbox"/>	

**GOVERNOR'S HOMELESS INITIATIVE (GHI) PROGRAM:**

Now enrolled in the Governor's Homeless Initiative (GHI) <input type="checkbox"/>	Date of Governor's Homeless Initiative (GHI) Change: <input type="text"/>
No longer enrolled in the Governor's Homeless Initiative (GHI) <input type="checkbox"/>	

**MHSA HOUSING PROGRAM:**

Now enrolled in the MHSA Housing Program <input type="checkbox"/>	Date of MHSA Housing Program Change: <input type="text"/>
No longer enrolled in the MHSA Housing Program <input type="checkbox"/>	

Indicate New Partnership Status:  Date of Partnership Status Change:

☐ Discontinuation / Interruption of Full Service Partnership and/or community services / program (indicate the reason below).  
☐ Reestablishment of Full Service Partnership and/or community services / program.

If there is a DISCONTINUATION / INTERRUPTION of Full Service Partnership and/or community services / program, indicate the reason (select one):

☐ 1. Target population criteria are not met.  
☐ 2. Client decided to discontinue Full Service Partnership participation after partnership established.  
☐ 3. Client moved to another county / service area.  
☐ 4. After repeated attempts to contact client, he/she cannot be located.  
☐ 5. Community services / program interrupted - Client's circumstances reflect a need for residential / institutional mental health services at this time (such as an Institute for Mental Disease (IMD), Mental Health Rehabilitation Center (MHRC), State Hospital).  
☐ 6. Community services / program interrupted - Client will be placed in juvenile hall / camp / ranch.  
☐ 6. Community services / program interrupted - Client will be serving jail sentence.  
☐ 7. Community services / program interrupted - Client will be serving prison sentence.  
☐ 7. Community services program / interrupted - Client will be placed in California Youth Authority / Division of Juvenile Justice.  
☐ 8. Client has successfully met his/her goals such that discontinuation of Full Service Partnership is appropriate.  
☐ 9. Client is deceased.

Date Modified

Modified By

**NOTE: TO SAVE THIS PAGE YOU MUST CLICK ON ONE OF THE BUTTONS BELOW.**

Back
Save
Is Complete
Return to Client KEC Table
Next

Save Buttons

Mark assessment as completed


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## Start a Three Month (3M)

1. Float your mouse over "> FSP" and click on "Start FSP ThreeM"

Los Angeles County Department of Mental Health

# Outcomes Measures Application



▶ My Assessments ▶ My Team Assessments ▶ Client Search

Client Search

WIZARDS

Search for  Go

of 0 of 0 0 Items 10 /Page Go

▶ Start FSP Baseline

▶ Start FSP KEC

▶ Start FSP ThreeM

▶ FSP

▶ SFC

▶ FCCS

Client Search

Last	Name First	Birth Date	Gender
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Float your mouse over "> FSP" and then "Start FSP ThreeM" and then Click "Start FSP ThreeM"

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2. Type Client ID on **Search for** field
3. Click **Go**

▶ My Assessments ▶ My Team Assessments ▶ Client Search

FSP 3 Month Wizard Select Client

Search for  Go

of 0 of 0 0 Items 10 /Page Go

Client	Name Last	Name First	Birth Date	Gender
--------	-----------	------------	------------	--------

Back Next

Enter Client ID #, Click Go

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- Click on **Select Client** link

[My Assessments](#)
[My Team Assessments](#)
[Client Search](#)

### FSP 3 Month Wizard Select Client

Search for  [Go](#)

[1](#) of 1 [1 Items](#) [10](#) /Page [Go](#)

	Client	Name Last	Name First	Birth Date	Gender
<input checked="" type="checkbox"/>					Female

[Back](#)
[Next](#)

Select your client and then click Next

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**NOTE:** The application will not allow you to create a 3M if a client is discontinued. A KEC is needed to reestablish the client first.

- Check the box next to the client's baseline and click **Next** to continue.

### Show Client

Client		Program Name	FSP-Child
Name First		Address	
Name Last		City State ZIP	LOS ANGELES, CA 90005
Name Mid		Birth Date	4/12/2002
Gender		Group Name	

### Show Client Program(s)

[1](#) of 1 [1 Items](#) [10](#) /Page [Go](#)

Client	Program	Partnership Date	Inactive Date
	FSP-Child	6/29/2010	

Check the box next to the Client's Baseline, and then hit the Next button

### FSP Three Month Wizard Select Baseline

[1](#) of 1 [1 Items](#) [10](#) /Page [Go](#)

	Baseline	Group Name	Program Name	Provider Number	Date Created	User Created
<input checked="" type="checkbox"/>	138	Children	FSP-Child	7328	9/9/2010	jflynn

[Back](#)
[Next](#)

6. Select the **Episode ID**
7. Select **Assessment Completed By**
8. Enter the **Assessment Date**
9. Click **Begin 3M**

The screenshot shows a web application interface with a top navigation bar containing three tabs: 'My Assessments', 'My Team Assessments', and 'Client Search'. Below the navigation bar is a 'Show Client' section with a table of client information. The table has two columns: 'Client' and 'Program Name'. The 'Client' column contains fields for Name First, Name Last, Name Mid, and Gender, all of which are redacted with black boxes. The 'Program Name' column contains fields for Address, City State ZIP, Birth Date, and Group Name. The 'Program Name' is 'FSP-Child', 'City State ZIP' is 'LOS ANGELES, CA 90005', 'Birth Date' is '4/12/2002', and 'Group Name' is 'Child'. Below the 'Show Client' section is the 'Add 3M' form. The form has several fields: 'Baseline' (text input with value '138'), 'Episode' (dropdown menu with value '\*\* Please Select \*\*'), 'User Created' (text input with value 'jflynn'), 'Date Created' (text input with value '9/9/2010'), 'Assessment Completed By' (dropdown menu with value '\*\* Please Select \*\*'), and 'Assessment Date' (text input). At the bottom of the form are two buttons: 'Back' and 'Begin 3M'. There are two red callout boxes with arrows pointing to the form. The first callout box, located near the 'Episode' dropdown, contains the text: 'Select the correct Episode from the drop-down, and then select the Staff Code for the clinician who did the assesement and enter the Assessment Date...'. The second callout box, located near the 'Begin 3M' button, contains the text: '...and then click Begin 3M'.

Client	Program Name
Name First	FSP-Child
Name Last	Address
Name Mid	City State ZIP
Gender	Birth Date
	Group Name

Client Information:

- Name First: [Redacted]
- Name Last: [Redacted]
- Name Mid: [Redacted]
- Gender: [Redacted]
- Program Name: FSP-Child
- Address: [Redacted]
- City State ZIP: LOS ANGELES, CA 90005
- Birth Date: 4/12/2002
- Group Name: Child

**Add 3M**

Baseline: 138

Episode: \*\* Please Select \*\*

User Created: jflynn

Date Created: 9/9/2010

Assessment Completed By: \*\* Please Select \*\*

Assessment Date: [Empty]

Buttons: Back, Begin 3M

Annotations:

- Select the correct Episode from the drop-down, and then select the Staff Code for the clinician who did the assesement and enter the Assessment Date...
- ...and then click Begin 3M

10. Fill out sections:

- To jump from section to section without saving data, click on the sections tabs.
- To save section click on the **Back, Save, Return to Client Baseline Table, or Next** buttons.

11. Once completed the Legal section, click the **Finish** button to save and return to Three Month Demographics.

12. To mark the assessment as completed click on the **Is Complete** button on any section. It will save and return to Three Month Demographics.

The screenshot shows the 'Outcomes Measures Application' interface for the Los Angeles County Department of Mental Health. At the top, there is a navigation bar with tabs for 'My Assessments', 'My Team Assessments', 'Client Search', and 'Maintenance'. Below this, a client's name is partially visible. A 'Show Three Month Demographics' button is present. The main section is titled 'CHANGE IN ADMINISTRATIVE INFORMATION (SKIP THIS SECTION IF THERE ARE NO CHANGES)'. It contains a 'Sections' tab bar with 'ADMIN INFO', 'FINANCIAL', 'PHYSICAL HEALTH', and 'LEGAL'. The 'LEGAL' tab is selected. Below the tabs, there are fields for 'Assessment Completed By' (a dropdown menu) and 'Assessment Date' (a text box containing '2/19/2009'). A red box highlights these two fields with the annotation 'Fields can be edited'. Below this, there is a 'Date Modified' field (containing '3/5/2009') and a 'Modified By' field. At the bottom, a note states: 'NOTE: TO SAVE THIS PAGE YOU MUST CLICK ON ONE OF THE BUTTONS BELOW.' Below the note is a row of five buttons: 'Back', 'Save', 'Is Complete', 'Return to Client 3M Table', and 'Next'. A red box highlights these buttons with the annotation 'Save Buttons'. A red arrow points from the 'Is Complete' button to the text 'Mark assessments as completed'.

Los Angeles County Department of Mental Health

# Outcomes Measures Application

My Assessments My Team Assessments Client Search Maintenance

Name First [REDACTED] Client [REDACTED] 3Mid [REDACTED]

Show Three Month Demographics

ADMIN INFO FINANCIAL PHYSICAL HEALTH LEGAL ← Sections

CHANGE IN ADMINISTRATIVE INFORMATION (SKIP THIS SECTION IF THERE ARE NO CHANGES)

Assessment Completed By [REDACTED]

Assessment Date 2/19/2009 ← Fields can be edited

Date Modified 3/5/2009

Modified By [REDACTED]

NOTE: TO SAVE THIS PAGE YOU MUST CLICK ON ONE OF THE BUTTONS BELOW.

Back Save Is Complete Return to Client 3M Table Next ← Save Buttons

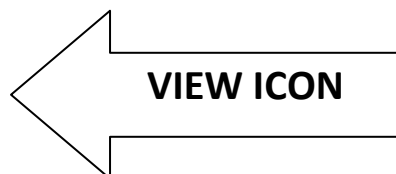
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Mark assessments as completed



## Editing, Viewing and Printing an Assessment



Even after you mark an Assessment completed, you can EDIT your assessment. Simply find the Assessment on the appropriate list and click on the “Edit” icon. Same for “View.”



► Programs ► Baselines ► KeyEventChanges ► Three Months

**Baseline Demographics**

of 1 1 Items 10 /Page Go

	Baseline ID	Group Name	Program Name	Provider Number	Date Created	User Created
Create KEC Create 3M  		Older Adult	FSP-OlderAdult	1927	4/8/2009	jflynn

VIEW EDIT

Once you have clicked on VIEW, Adobe Acrobat will display a formatted copy of the Assessment. You may then use Adobe Acrobat to PRINT your assessment.