

Intensive In-Community Biopsychosocial Needs Assessment Referrals Provider Details Randomizer Setup

June 2024– (02254)

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High-Quality
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The purpose of the **Biopsychosocial (BPS) Needs Assessment** is to provide a comprehensive clinical assessment designed to identify both strengths and needs pertaining to behavioral health, substance use, and intellectual/developmental disabilities, and to provide treatment recommendations that address identified needs through both local community resources and services available through the New Jersey's Children's System of Care continuum.

The BPS is designed to support the IIC needs assessor in delivering an assessment that yields a rich narrative description of the youth and family's story and allows for the assessor to provide clear context and synthesis of the youth and family's strengths and needs in documentation.



- Clinicians conducting the BPS must be licensed (LCSW, LPC, or LMFT) and Child and Adolescent Needs and Strengths (CANS) certified.
- Clinician must be re-certified *annually* in the CANS.
- **Clinical intern or a clinician with lower-level licensure cannot perform the Biopsychosocial (BPS) under the supervision of a clinically licensed independent provider.**
- The BPS in CYBER must be completed by the clinician who conducted the assessment.

Training/Preparation for the certification is available through [CSOC Training and Technical Assistance](#) or the [Praed Foundation](#).

Certification Exam for Strengths and needs [TCOM Training – Praed Foundation](#)

The Randomizer Feature

The Randomizer feature in CYBER is used by PerformCare on calls with parent/legal guardians needing the BPS needs assessment.

The Randomizer selects up to three certified IIC Needs Assessment providers that the Clinician can offer to callers. *The feature also allows for family choice to request a specific IIC provider.*

Three providers will be matched to the caller based on information entered in **Provider Details**:

County – NJ counties where your agency can meet families*.

Language – the languages that your agency can conduct the BPS in.

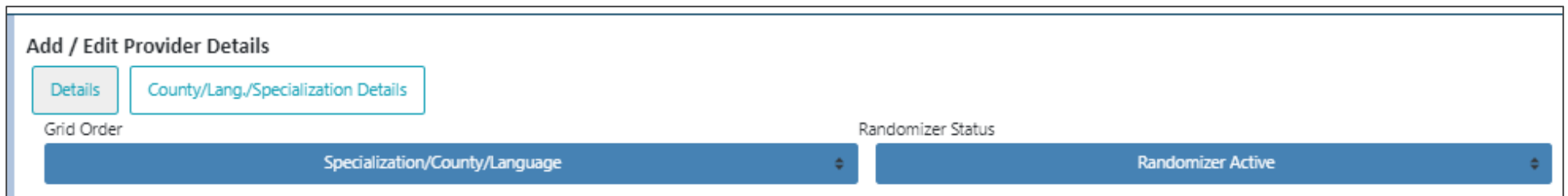
Specialization – areas you have experience/knowledge.

The randomizer function **does not guarantee your agency will receive BPS referrals on a consistent basis.**

*Telehealth is available at the family's request or when in-person assessment is not feasible.

Randomizer Status in CYBER

After Provider Details setup, the Randomizer Status enables your agency to receive referrals. Setting your agency Randomizer Status to **Randomizer Active** will allow your agency to receive BPS referrals.



The screenshot shows a web interface for 'Add / Edit Provider Details'. It features two tabs: 'Details' and 'County/Lang./Specialization Details'. Below the tabs, there are two dropdown menus. The first is labeled 'Grid Order' and has 'Specialization/County/Language' selected. The second is labeled 'Randomizer Status' and has 'Randomizer Active' selected.

Set your agency Randomizer Status to **Randomizer Inactive** when:

- Clinicians are not currently licensed or certified (lapsed or preparing for certification)
- You are not available (on leave, vacation, etc.)
- You are only providing IIC services.

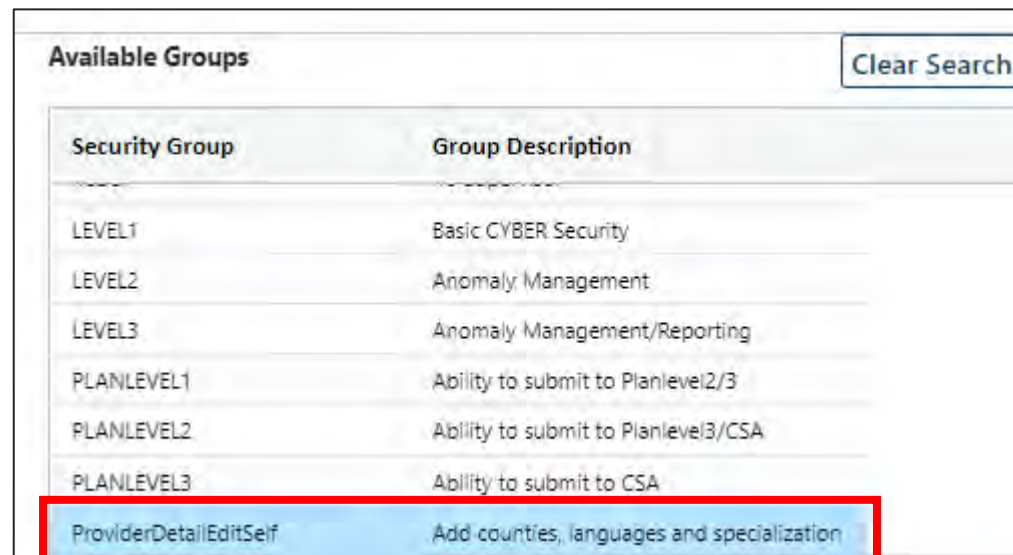
Periodically check your Provider Details settings for contact information accuracy, and County/Language/Specialization accuracy.

Inaccuracies will create delays for families receiving services.

Who Can Edit Provider Details

The CYBER user who is responsible for entering and updating your agency's Provider Details must have the **ProviderDetailEditSelf** security group assigned to their Login ID.

Security groups are added by the agency's Security Administrator. The security group provides the ability to modify the agency's information.



The screenshot shows a web interface titled "Available Groups" with a "Clear Search" button. Below the title is a table with two columns: "Security Group" and "Group Description". The table lists several security groups, with the last one, "ProviderDetailEditSelf", highlighted in blue and enclosed in a red rectangular box.

Security Group	Group Description
LEVEL1	Basic CYBER Security
LEVEL2	Anomaly Management
LEVEL3	Anomaly Management/Reporting
PLANLEVEL1	Ability to submit to Planlevel2/3
PLANLEVEL2	Ability to submit to Planlevel3/CSA
PLANLEVEL3	Ability to submit to CSA
ProviderDetailEditSelf	Add countries, languages and specialization

Security Administrator view

HIPAA and 42 CFR Part 2 Acknowledgement



Username and Password



Eye icon enables you to see what you typed

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CYBER Version (X.0.0.0) and Server (-0X)

Note: Version and server numbers can be helpful for reporting issues.

Open Provider Details

The screenshot shows the PerformCARE interface. On the left sidebar, the 'Provider Details' menu item is circled in red, with a red arrow pointing to the 'BPS Needs Assessment - In Progress' table. The table has the following data:

Youth/Child ID	First Name	Last Name	Create Date	Assessment Type	Status
	FIRSTNAME	LASTNAME	05/28/2024	BPSAmt	inprogress
	FIRSTNAME	LASTNAME	05/28/2024	BPSAmt	inprogress

Click CSOC Providers tab

The screenshot shows the 'Provider Details' page with the 'CSOC Providers' tab selected. The page includes filters for 'Provider Type' and 'Program', and a table with the following columns: MAID, Provider Name, Address, City, County, State, Zip, Phone, Ext, Type, Spec.

Provider Details contains tabs to identify Medicaid and non-Medicaid providers.

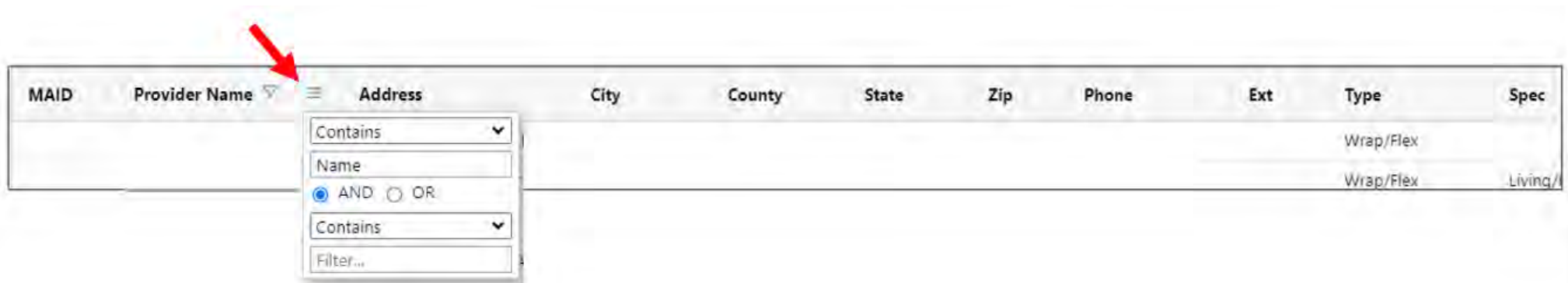
Access CSOC Providers Tab

- Click **CSOC Providers** tab
- Choose Program **BAIC**
- All IIC agencies in CYBER will appear in the grid.

The screenshot displays the 'Provider Details' interface. At the top, there are several tabs: 'All Providers', 'Medicaid Providers', 'CSOC Providers' (which is selected and highlighted in dark blue), 'OOH Providers', 'Non Med Providers', and 'AHH Providers'. Below the tabs, the 'CSOC Providers' section is visible. It includes two dropdown menus: 'Provider Type' (with 'Select a Provider Type' text) and 'Provider Specialty' (with 'Select a Provider Specialty' text). To the right of these is a 'Program' dropdown menu (with 'Select a Program' text) which is open, showing a list of program codes. A red arrow points to the 'BAIC' option in this list. Below the dropdowns is a search box labeled 'Search'. At the bottom, a table is partially visible with columns for 'MAID', 'Provider Name', 'Address', 'City', and 'Cour'.

Search for Your Agency

- Click Search.
- Enter the name or a partial name of your agency in the grid filter feature of the Provider Name field. Wait for the filter to occur.
- **The grid will display any matches to the filter search.**
- Double click the row to open the agency's provider details.



Add Contact Information

For a first-time setup, on the **Details tab**, provider contact information for your agency can be entered by the user with Provider Details security or the Service Desk.

- Contact Name
- Email
- Weblink
- Phone 1/Ext

Add / Edit Provider Details

Details | County/State/Specification Details

CIMID MAID

First Name Last Name / Agency Name **Contact Name**

Address 1 Address 2

City County State Zip

Email WebLink

Phone 1 Ext Phone 2 Ext Status

Tax ID SSN Provider Type

Specialty Home Care Provider

ID	ShortDesc	LongDesc
	902	Intensive In-Community Services
	903	Behavioral Assistance

Save Cancel Return to Prov. Details

Click **Save**.

All other fields are from Medicaid and cannot be changed.

Activating the Randomizer

These steps are required to receive referrals. If this is a first-time setup, there will be nothing in the center grid.

- Click the County / Language / Specialization Details tab.
- To edit the Counties, Languages and Specializations the user must set the Randomizer Status to 'Randomizer Active'

Add / Edit Provider Details

Details **County/Lang./Specialization Details**

Grid Order: Specialization/County/Language Randomizer Status: **Randomizer Active**

County: Select a County Language: Select a Language Specialization: Select a Specialization Filter Clear Filter

County/Lang./Specialization: No data to show

Specialization: Select All Clear

Selection	Specialization
<input checked="" type="checkbox"/>	Behavioral Health - BH
<input type="checkbox"/>	Child Protection Permanency - ...
<input type="checkbox"/>	Complex Trauma - CT
<input type="checkbox"/>	Domestic Violence - DV
<input type="checkbox"/>	Eating Disorder - ED
<input type="checkbox"/>	Family Therapy - FT
<input type="checkbox"/>	Fire Setting - FS
<input type="checkbox"/>	I/DD - DD
<input type="checkbox"/>	Infant Mental Health/Infant Par...
<input type="checkbox"/>	LGBTQ) - LGBTQ)
<input type="checkbox"/>	Parent Training/Skills Building - ...
<input type="checkbox"/>	Sexual Abuse - SA
<input type="checkbox"/>	Substance Use - SU
<input type="checkbox"/>	Treatment Home Provider - THP

Counties: Select All Clear

Selection	County
<input type="checkbox"/>	ATLANTIC
<input type="checkbox"/>	BERGEN
<input type="checkbox"/>	BURLINGTON
<input type="checkbox"/>	CAMDEN
<input type="checkbox"/>	CAPE MAY
<input type="checkbox"/>	CUMBERLAND
<input type="checkbox"/>	DELAWARE
<input type="checkbox"/>	ESSEX
<input type="checkbox"/>	GLOUCESTER
<input type="checkbox"/>	HUDSON
<input type="checkbox"/>	HUNTERDON
<input type="checkbox"/>	MERCER
<input type="checkbox"/>	MIDDLESEX
<input type="checkbox"/>	MONMOUTH
<input type="checkbox"/>	MORRIS

Languages: Select All Clear

Selection	Language
<input checked="" type="checkbox"/>	English
<input type="checkbox"/>	Spanish
<input type="checkbox"/>	Portuguese
<input type="checkbox"/>	Arabic
<input type="checkbox"/>	Creole-Haitian
<input type="checkbox"/>	Mandarin
<input type="checkbox"/>	Korean
<input type="checkbox"/>	Bengali
<input type="checkbox"/>	French
<input type="checkbox"/>	Vietnamese
<input type="checkbox"/>	Hindi
<input type="checkbox"/>	Cantonese
<input type="checkbox"/>	Polish
<input type="checkbox"/>	Urdu
<input type="checkbox"/>	Turkish

Add Selections Clear All Return to Prov.Details

Add Counties

Counties: **Check at least one New Jersey county** where clinicians will conduct the Biopsychosocial needs assessment.*

- ATLANTIC
- BERGEN
- BURLINGTON
- CAMDEN
- CAPE MAY
- CUMBERLAND
- ESSEX
- GLOUCESTER
- HUDSON
- HUNTERDON
- MERCER
- MIDDLESEX
- MONMOUTH
- MORRIS
- OCEAN
- PASSAIC
- SALEM
- SOMERSET
- SUSSEX
- UNION
- WARREN



Counties	
<input type="button" value="Select All"/> <input type="button" value="Clear"/>	
Selection	County
<input type="checkbox"/>	
<input type="checkbox"/>	ATLANTIC
<input type="checkbox"/>	BERGEN
<input type="checkbox"/>	BURLINGTON
<input type="checkbox"/>	CAMDEN

*Tip: Click **Select All** to select all Counties and then remove the counties you will not work in.*

*Telehealth is available at the family's request or when in-person assessment is not feasible.

Add Languages

Languages: Check **ONLY languages** that CANS-certified licensed clinicians can speak fluently. The top languages are listed first, and then alphabetically afterward. *English is checked by default.*

Selection	Language
<input type="checkbox"/>	
<input checked="" type="checkbox"/>	English
<input type="checkbox"/>	Spanish
<input type="checkbox"/>	Portuguese
<input type="checkbox"/>	Arabic
<input type="checkbox"/>	Creole-Haitian
<input type="checkbox"/>	Mandarin
<input type="checkbox"/>	Korean

Selection	Language
<input type="checkbox"/>	Bengali
<input type="checkbox"/>	French
<input type="checkbox"/>	Vietnamese
<input type="checkbox"/>	Hindi
<input type="checkbox"/>	Cantonese
<input type="checkbox"/>	Polish
<input type="checkbox"/>	Urdu
<input type="checkbox"/>	Turkish

Selection	Language
<input type="checkbox"/>	Russian
<input type="checkbox"/>	Afrikaans
<input type="checkbox"/>	Akan
<input type="checkbox"/>	Albanian
<input type="checkbox"/>	Amharic
<input type="checkbox"/>	Armenian
<input type="checkbox"/>	ASL
<input type="checkbox"/>	Assyrian

If an American Sign Language interpreter is needed, contact PerformCare.

Add Specializations

Specializations: Check from the below Specializations that can be addressed by the clinicians. This is self-identified knowledge/experience and does not require formal certification, nor CSOC notification. *Behavioral Health is checked by default.*

- Behavioral Health - BH
- Complex Trauma - CT
- Domestic Violence - DV
- Eating Disorder - ED
- Family Therapy - FT
- Fire Setting - FS
- Infant Mental Health/Infant Parent Psychotherapy - IMH/IPP
- LGBTQI - LGBTQI
- Parent Training/Skills Building - PT
- Sexual Abuse - SA
- Treatment Home Provider - THP

Selection	Specialization
<input checked="" type="checkbox"/>	Behavioral Health - BH
<input type="checkbox"/>	Child Protection Permanency - ...
<input type="checkbox"/>	Complex Trauma - CT
<input type="checkbox"/>	Domestic Violence - DV
<input type="checkbox"/>	Eating Disorder - ED
<input type="checkbox"/>	Family Therapy - FT
<input type="checkbox"/>	Fire Setting - FS
<input type="checkbox"/>	I/DD - DD
<input type="checkbox"/>	Infant Mental Health/Infant Par...
<input type="checkbox"/>	LGBTQI - LGBTQI
<input type="checkbox"/>	Parent Training/Skills Building - ...
<input type="checkbox"/>	Sexual Abuse - SA
<input type="checkbox"/>	Substance Use - SU
<input type="checkbox"/>	Treatment Home Provider - THP

CSOC Approved Specializations

If your agency can conduct the BPS in the below areas of specialization, CSOC must provide approval:

- Adoption (AD)
- Child Protection Permanency (CPP)
- Detention Center (DC)
- Intellectual/Developmental Disabilities (IDD/DD)
- Substance Use (SU)

If approved, they will appear on the Details tab under Specialty and on the County/Lang/Specialization tab in the Specialization grid for selection.

Contact CSOC: 609-888-7200

Selection	Specialization
<input checked="" type="checkbox"/>	Behavioral Health - BH
<input type="checkbox"/>	Child Protection Permanency - ...
<input type="checkbox"/>	Complex Trauma - CT
<input type="checkbox"/>	Domestic Violence - DV
<input type="checkbox"/>	Eating Disorder - ED
<input type="checkbox"/>	Family Therapy - FT
<input type="checkbox"/>	Fire Setting - FS
<input type="checkbox"/>	I/DD - DD
<input type="checkbox"/>	Infant Mental Health/Infant Par...
<input type="checkbox"/>	LGBTQI - LGBTQI
<input type="checkbox"/>	Parent Training/Skills Building -...
<input type="checkbox"/>	Sexual Abuse - SA
<input type="checkbox"/>	Substance Use - SU
<input type="checkbox"/>	Treatment Home Provider - THP

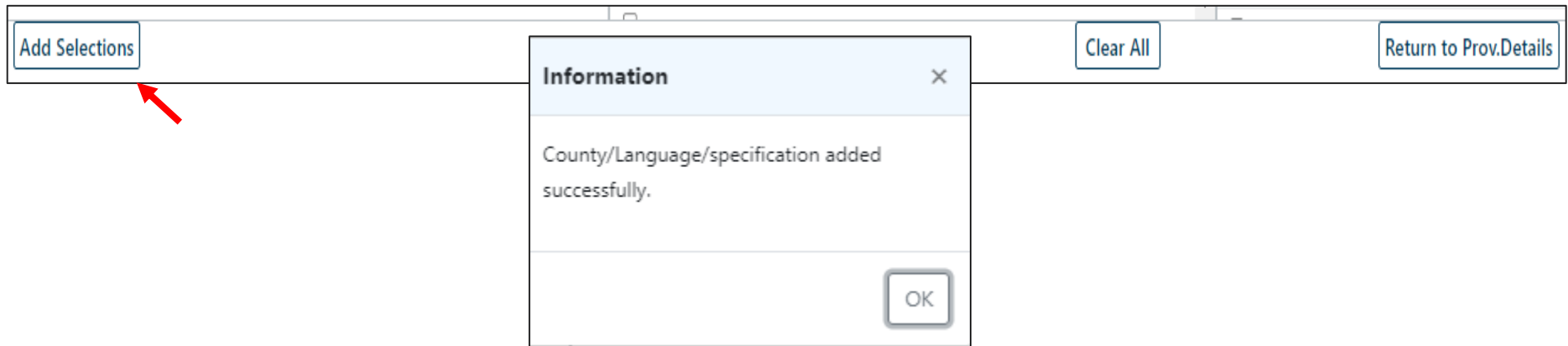
ID	ShortDesc	LongDesc
113636	902	Intensive In-Community Services
113637	903	Behavioral Assistance
559455	DD	I/DD
805264	SU	Substance Use
559454	CPP	Child Protection Permanency

Click Add Selections

After choosing from the three columns, click **Add Selections**.

A confirmation will appear.

Center grid will populate with all the selections.



County/Lang./Specialization			
Remove	Specialization	County	Language
Remove	Behavioral Health	ATLANTIC	English
Remove	Behavioral Health	OCEAN	English
Remove	Sexual Abuse	ATLANTIC	English
Remove	Sexual Abuse	OCEAN	English
Remove	Substance Use	ATLANTIC	English
Remove	Substance Use	OCEAN	English

Modifying the County/Lang/Specializations

Each row has a Specialization, County and Language.

If the agency has a change to counties, languages or specialization, OR if the wrong county, language or specialization is entered, remove the entire ROW by clicking the Remove link in the left column.

To clear the center grid and start over, click Delete All.

The screenshot displays the PerformCare application interface. At the top, there are dropdown menus for 'Grid Order' (set to 'Specialization/County/Language') and 'Randomizer Status' (set to 'Randomizer Active'). Below these are filters for 'County' (set to 'Select a County'), 'Language' (set to 'Select a Language'), and 'Specialization' (set to 'Select a Specialization'). There are 'Filter' and 'Clear Filter' buttons. A 'Delete All' button is located in the top right corner of the table area.

The table below has the following data:

Remove	Specialization	County	Language
Remove	Behavioral Health	ATLANTIC	English
Remove	Behavioral Health	CAPE MAY	English
Remove	Behavioral Health	OCEAN	English
Remove	Sexual Abuse	ATLANTIC	English
Remove	Sexual Abuse	CAPE MAY	English
Remove	Sexual Abuse	OCEAN	English

A red arrow points to the 'Remove' link in the third row. A confirmation dialog box is overlaid on the bottom right, with the text: 'apps.performcarenj.org says Are you sure you wish to delete this line item?'. The dialog has 'OK' and 'Cancel' buttons.

Filtering the Center Grid

Filtering the view can help identify errors in your selections. To filter, pick selections from at least one drop-down menu and click **Filter**. The center grid will display a filtered view of your selections. Click **Clear Filter** to return to the unfiltered view.

Grid Order: Specialization/County/Language

Randomizer Status: Randomizer Active

County: Select a County (ATLANTIC, CAPE MAY, OCEAN)

Language: Select a Language (English)

Specialization: Select a Specialization (Behavioral Health, Sexual Abuse, Substance Use)

Buttons: Filter, Clear Filter, Delete All, Print

Remove	Specialization	County	Language
Remove	Behavioral Health	ATLANTIC	English
Remove	Behavioral Health	CAPE MAY	English

County: ATLANTIC

Language: Select a Language

Specialization: Behavioral Health

Buttons: Filter, Clear Filter, Delete All

County/Lang./Specialization

Remove	Specialization	County	Language
Remove	Behavioral Health	ATLANTIC	English

Randomizer Status

Add / Edit Provider Details

Details | **County/Lang./Specialization Details**

Grid Order: Specialization/County/Language | Randomizer Status: Randomizer Active | [Print](#)

County: Select a County | Language: Select a Language | Specialization: Select a Specialization | [Filter](#) | [Clear Filter](#)

If your clinicians are licensed and CANS certified and available to receive BPS referrals, make sure the Randomizer Status is set to **Randomizer Active**.

Set the Randomizer Status to **Randomizer Inactive** if clinicians are:

- Not currently licensed or certified (lapsed or preparing for certification)
- Not available (on leave, vacation, etc.)

Periodically check your Provider Details settings for contact information accuracy, and County/Language/Specialization accuracy.

Inaccuracies will create delays for families receiving services.

Notification of BPS Referrals

PerformCare will not call, email or text about new referrals.

Make sure you:

- Check **Active Agency Youth** list in CYBER at least one time a day for new referrals.
 - Review Authorizations for service codes **H0018TJU1** or **H0018TJU2** and CSA Progress Notes regarding Triage.
 - Assign a user from your agency to new referrals in Providers tab.

SSN Youth/Child ID

Active Agency Youth

Multiple records match the search pattern. Select the desired record from the list below or click Close and refine the search. 33 records

First Name	Last Name	MI	Gender	DOB	Age	SSN	Youth/Child ID	Opened	Proj

Providers Training webpage

<https://www.performcarenj.org/provider/training.aspx>

- Section to Review: Intensive-In Community (IIC)/Behavioral Assistance (BA)

IIC Providers Orientation webpage

<https://www.performcarenj.org/provider/iicproviders.aspx>

Training/Preparation for CANS certification is available through [CSOC Training and Technical Assistance](#) or the [Praed Foundation](#).

The Praed Foundation <https://praedfoundation.org/tcom/tcom-tools/the-child-and-adolescent-needs-and-strengths-cans/>

Care is the
heart of
our work.

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