## MCC Patient Flow and Data Entry Chart (Revised 07-25-18) **START** Screen all HIV+ Clinic Patients to determine need for MCC services **ENTERING ADDITIONAL SCREENERS** Need a screener override to enter another Complete MCC Screener and Enter into Casewatch (CW) screener after 30 days of last screener and prior to the date of 6 months from the last screener 1) Basic registration must be complete in CW to enter Screener data and Screener Service Task 1a) Basic eligibility includes proof of HIV status AND Los Angeles County residency. 2) The date the Screener is entered sets the due date for the next Screener 3) If Screener is >6m past the due date then change Acuity value to 'Screener Due' 4) Screener cannot be backdated >30 days from date of entry in CW Patient has NO NEED AT SCREENING Requirements: 1) Assigned Acuity value of "NO NEED AT SCREENING" 2) Screener due every 6 months Does screener results = 'Needs MCC'? 3) If Screener is overdue ( >6m past the due If YES, then Acuity value set to "NEEDS MCC" date) then Acuity value will be changed to 'SCREENER DUE YES Recruitment In MCC Contact pt to discuss results of MCC screener and offer pt MCC services. Another Tracker can be entered within 6m of previous Tracker Can the Patient be contacted? date to enroll patient Pt is Lost to Follow-Up - PRS locates pt YES Contact pt to offer MCC services. Schedule F/F meeting. Get written consent from pt. and assessment with MCM and PCM. Maximum of 60 days after Screener is completed. After 60 days, acuity will automatically set to "Tracker due" if tracker has not been entered. Complete the Enrollment Tracker Status Does patient agree to participate in MCC? Patient is NOT ENROLLED IN MCC YES 1) Enter Tracker Status in CW accordingly: NO • if patient is ineligible for MCC select Tracker Status field='Ineligible Was patient assessed within 60 days •If patient does not agree to participate of Screener results identifying patient in MCC select Tracker Status field to as Needs MCC? 'Opt-Out" NO •If unable to contact the patient select Tracker Status field to "Unable to Contact" PRS locates pt. 2) Screener will be due every 6m **Enroll Patient in MCC** 1) Select Tracker Status field to 'Enrolled in MCC" 2) Enrollment Tracker is due within 60 days of Screener Date 3) Once Tracker is completed, Acuity value is set to "Assessment Due" 4) Enrollment Tracker cannot be backdated >30 days from date of entry in CW Patient is Self-Managed 1) Acuity='Self-Managed' **Enter Assessment into Casewatch** 2) Provide services AS NEEDED, including referrals, care planning, brief interventions, follow-1) To enter assessment in CW, the Enrollment Tracker Status field must = 'Enrolled in MCC' up, and case conferences. Assessment task not 2) Assessment must be entered within 30 days of Enrollment Tracker date 2a) If Assessment is not entered by due date then Acuity value= "Assessment Due' 3) Patient can be rescreened starting 5 months 3) Assessment cannot be backdated >30 days from date of entry in CW from the date of the most recent MCC Assessment 4) Assessment Acuity Date sets the clock for Assessment/Screener due dates Patient Opts Out of MCC Before Next Was the assessed overall Acuity Level "Self-Managed"? Assessment is Due NO FURTHER MCC SERVICES ARE YES NO PROVIDED AT THIS TIME 1) Enter a new Tracker and select Tracker Patient Acuity = Severe, High or Moderate Status field ='Opt-Out" 1) Develop Care Plans, deliver Brief interventions case fonferences, and other service 2) Screener due every 6m tasks according to acuity level 2) Enter MCC Service Tasks in CW 3) Conduct follow-up assessments according to acuity level YES Patient is "Lost to Did patient opt out of MCC before next Assessment Due? Follow-Up" 1) Enter a new Lost to Follow-Up Enrollment Tracker and select Tracker Status field NO PRS locates pt by activities ='Lost to Follow-Up' 2) PRS locates patient such as: 1) Targeted outreach 2) Using Inmate Locator YES 3) Visiting Homes NO Is Assessment Overdue because 4) Visiting other agencies the patient cannot be contacted? 5) sending letters, 6) Going to places where the **Overdue Trackers or Assessments** pt might be, etc. 7) Call, text, email Patients with overdue Trackers and/or Assessments for 6 months will have their status automatically reset to "Screener Due."