

FSP DCR Webinar

April 26, 2012

This webinar was funded by the Mental Health Services Oversight and Accountability Commission (MHSAOAC).

DCR User Resources

- FSP DCR Data Dictionary (completed 9/15/2011)
- FSP DCR User Manual (completed 1/17/2012)
- FPS DCR Administrator and User Training Curriculum (completed 3/12/2012)
- FSP DCR Partner-Level Data (PLD) Templates (completed 1/19/2012)
- County Level Data Quality Reports (completed 12/23/2011)
- FSP DCR Application Notes (completed 4/5/2012)
- FPS DCR Data Analysis Training Curriculum (completed 4/22/2012)

FSP DCR Data Dictionary

- FSP DCR Data Dictionary (9/15/2011)

Home	Systems	MHSA Information	Functions	Utilities	Support	Log
		System Messages				
		Contact Us				
		CSI Information				
		Frequently Asked Questions				
		IT Meetings				
		Technical Information				
		User Manuals and Instructions				
		Reference Information (Aid Codes)				
		Related Links				
		Search				
Title					Last Updated	
System Require						
Original DCR S				ation (SRS)		04/03/06
Online DCR R						04/09/07
Personal Com				se		08/14/07
Design and Te						
Internet Brows				tion		07/10/07
DCR Data Model Options Analysis						01/26/06
MHSA DCR Data Model						02/08/06
FSP DCR Data Dictionary						02/16/12
XML Information						

Data Dictionary Overview

- Three main elements:
 1. Complete Variable Index (CVI)
 - Table of all fields, organized by domain
 2. Crosswalk between form fields and variable names
 - Annotated forms with data variable numbers
 3. Variable definitions
 - Field types, sizes and permissible values

New Features

- Variables assigned identifying numbers
- Variables grouped by domain
- Variables displayed in the order they appear on forms
- Table of Contents – with hyperlinks
- Definitions and abbreviations table
- Background section
- Overview of data collection intervals by domain
- A complete variable index (CVI)
- CVI hyperlinks each variable to its definitions
- CVI hyperlinks each variable to location on form
- Crosswalk from all 12 data collection forms to the variables
- Hyperlinks from form fields to variable definitions
- Over 2000 hyperlinks
- All hyperlinks include page numbers for printed document navigation

Complete Variable Index (CVI)

VARIABLES		Used for:			On form for:			
No.	Variable Name	PAF	KET	3M	CHILD	TAY	ADULT	OLDER ADULT
		Click to hyperlink to page with variable definition			Click to hyperlink to place on forms where variable first appears			
HEALTH STATUS VARIABLES								
11.01	PhysicianCurr	127		228	23	33	41	49
11.02	PhysicianPast12	127			23	33	41	49
SUBSTANCE ABUSE VARIABLES								
12.01	MentallIllness	128			23	33	41	49
12.02	ActiveProblem	128		229	23	33	41	49
12.03	AbuseServices	128		229	23	33	41	49
ADL VARIABLES								
13.01	Bathing	129		230				50
13.02	Dressing	129		230				50
13.03	Toileting	129		230				50
13.04	Transfer	130		231				50
13.05	Continenence	130		231				50
13.06	Feeding	130		231				50
13.07	Walking	130		231				50
13.08	HouseConfinement	131		232				51
IADL VARIABLES								
14.01	Telephone	132		233				51
14.02	WalkingDistance	132		233				51
14.03	Groceries	132		233				51
14.04	Meals	132		233				51
14.05	Housework	133		234				51
14.06	Handyman	133		234				51
14.07	Laundry	133		234				51
14.08	Medication	134		235				51
14.09	Money	134		235				51

Assessment Form Crosswalks

Child/Youth PAF Crosswalk

CHILD PAF
5/1/07

FULL SERVICE PARTNERSHIP Child / Youth Partnership Assessment Form FOR AGES 0-15 YEARS

PARTNERSHIP INFORMATION

County	<input type="text" value="3.01 - p.61"/>	*
CSI County Client Number (CCN)	<input type="text" value="3.02 - p.61"/>	
County Partner ID (optional)	<input type="text" value="3.03 - p.61"/>	
Partner's First Name	<input type="text" value="3.04 - p.62"/>	*
Partner's Last Name	<input type="text" value="3.04 - p.61"/>	*
Partnership Date (mm/dd/yyyy)	<input type="text" value="3.05 - p.62"/>	*
Partner's Date of Birth (mm/dd/yyyy)	<input type="text" value="3.07 - p.63"/>	*

3.06 - p.62
AssessmentDate
automatically generated at
time form is filled out.

Who referred the partner? (mark one) 3.08 - p.63

- | | | |
|---|---|---|
| <input type="radio"/> Self | <input type="radio"/> Emergency Room | <input type="radio"/> Homeless Shelter |
| <input type="radio"/> Family Member (e.g., parent, guardian, sibling, aunt, uncle, grandparent) | <input type="radio"/> Mental Health Facility / Community Agency | <input type="radio"/> Street Outreach |
| <input type="radio"/> Significant Other (e.g., boyfriend / girlfriend, spouse) | <input type="radio"/> Social Services Agency | <input type="radio"/> Juvenile Hall / Camp / Ranch / Division of Juvenile Justice |
| <input type="radio"/> Friend / Neighbor (i.e., unrelated other) | <input type="radio"/> Substance Abuse Treatment Facility / Agency | <input type="radio"/> Acute Psychiatric / State Hospital |
| <input type="radio"/> School | <input type="radio"/> Faith-based Organization | <input type="radio"/> Other |
| <input type="radio"/> Primary Care / Medical Office | <input type="radio"/> Other County / Community Agency | |

ADMINISTRATIVE INFORMATION

PARTNERSHIP STATUS

Provider Number / NPI (Optional)	<input type="text" value="4.02 - p.64"/>	
Full Service Partnership Program ID	<input type="text" value="4.04 - p.64"/>	*
Partnership Service Coordinator ID	<input type="text" value="4.06 - p.64"/>	*

Data Field/Variable Definitions

- Provides definition of variable name, form question, and permissible values
- Example:

EMPLOYMENT VARIABLES

7.07 Past12_Transitional

EMPLOYMENT: Transitional Employment / Enclave: Paid jobs in the community that are 1) open only to individuals with the disability AND 2) are either time-limited for the purpose of moving to a more permanent job OR are part of a group of disabled individuals who are working as a team in the midst of teams of non-disabled individuals who are performing the same work;

<u>On Form</u>	<u>Age Group</u>	<u>Data Type</u>	<u>Format</u>	<u>Length</u>
PAF	Child, TAY, Adult, Older Adult	Number	XX	2

Comments

Number of weeks the partner was in this employment setting DURING THE PAST 12 MONTHS;

Valid Codes

0-52

FSP DCR User Manual

- FSP DCR User Manual (completed 1/17/2012)

The screenshot shows a web portal with a navigation menu at the top. The menu includes: Department of Mental Health, Home, Systems, MHSA Information, Functions, Utilities, Support, Logout, and a repeating set of Department of Mental Health. A dropdown menu is open under 'MHSA Information', listing: System Messages, Contact Us, CSI Information, Frequently Asked Questions, IT Meetings, Technical Information, User Manuals and Instructions (highlighted with a red box), Reference Information (Aid Codes), Related Links, and Search.

Below the menu, there is a section titled 'MHSA Training for the' with a paragraph: 'Currently, the DMH Performance Outcomes and Quality Improvement Partnership (FSP) Outcomes Assessment data. County staff will not be able to use the system and submit data until they are 'certified' as having received the training for more information.'

To the right, there is a section titled 'Instructions' and 'Outcomes Assessment' with a paragraph: 'for counties who are preparing to collect and submit Full Service Technology Web Services (ITWS) Mental Health Services Act (MHSA) data. For more information on the MHSA Training page at <http://www.dmh.ca.gov/POQI/trainingMHSA.asp>

At the bottom, there is a table with the following data:

Title	Last Updated
Instructions	
Importing XML into an Access Database	06/18/07
DCR Client Level Report Template	02/16/12
DCR User Manual	02/16/12
CIMH webcast Training - new Reporting Requirements for DIG/MHSA	
March_8th_Webcast_CSI.ppt	03/07/06
March_8th_Webcast_FSP.ppt	03/07/06
March_8th_Webcast_FSP_handouts.pdf	03/07/06

FSP DCR User Manual Overview

- Chapter 1: Background Information
- Chapter 2: Introduction to the FSP DCR
- Chapter 3: The Online System Interface
- Chapter 4: Enrolling and Certifying a County
- Chapter 5: Managing DCR Users
- Chapter 6: Data Reporting Options
- Chapter 7: Establishing Partners
- Chapter 8: Working with KETs
- Chapter 9: Working with 3Ms
- Chapter 10: Managing Partners with the Online FSP DCR

FSP DCR Admin/User Training

- FSP DCR Admin and User Training (completed 3/12/2012)

The screenshot shows the DMH website interface. At the top, there is a navigation bar with links for Home, Systems, MHP Information, Functions, Utilities, Support, and Logout. Below this, there are several content sections. On the left, under 'MHP Information', there is a section titled 'Training for the' with a paragraph of text. On the right, there is a section titled 'Instructions' and 'Outcomes Assessment'. A dropdown menu is open over the 'MHP Information' section, listing various options: System Messages, Contact Us, CSI Information, Frequently Asked Questions, IT Meetings, Technical Information, User Manuals and Instructions (highlighted with a red box), Reference Information (Aid Codes), Related Links, and Search. Below the navigation and content sections, there is a table with columns for 'Title' and 'Last Updated'. The table lists several training resources, with the first three rows highlighted with a red box.

Title	Last Updated
Instructions	
Importing XML into an Access Database	
DCR Client-Level Report Template	06/18/07
DCR User Manual	02/16/12
DCR User Training Curriculum	02/16/12
DCR User Training Administration PowerPoint presentation	04/13/12
DCR User Training User PowerPoint presentation	04/13/12
CIMH Webcast Training: New Reporting Requirements for DIG/MHP	04/13/12
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March_8th_Webcast_FSP.ppt	03/07/06
March_8th_Webcast_FSP_handouts.pdf	03/07/06

FSP DCR Admin/User Training

- Covers the Information in the Data Dictionary and User Manual in a Training Format
- Consists of 3 Files:
 - Training Curriculum with Presenter's Notes
 - FSP DCR Administrator PowerPoint Slide Set
 - FSP DCR User PowerPoint Slide Set

Training Curriculum

- PDF of Slide + Presenter's Notes
- Slide images are only references of actual slides
- Note: There is better image quality of the slides in the Power Point file

Managing Partnership Service Coordinators (PSCs)

- Every partner must be assigned to a PSC
- Two options for creating PSCs in the FSP DCR:
 1. Assign a PSC-RW or PSC-RO role to an enrolled FSP DCR user (via ITWS Approver Management Interface)
 2. Create a virtual PSC in the FSP DCR (via DCR Admin Menu)



Every partner in the FSP DCR must be assigned to a PSC, and a partnership cannot be established without identifying an associated PSC's Coordinator ID. There are two options for creating PSCs in the FSP DCR. A PSC can be created by assigning a PSC-RW or PSC-RO role to an enrolled FSP DCR user; or a virtual PSC can be created in the FSP DCR.

If the PSC will need to access, view, enter or update information in the FSP DCR application, then the PSC should be enrolled as a FSP DCR user. A virtual PSC can be created for PSCs who do not need to access the FSP DCR application for any of their business needs.

When a partnership is established via a PAF on the FSP DCR online application, only virtual PSCs and enrolled FSP DCR users with a PSC-RO or PSC-RW role will be available in the drop-down box of coordinators to which the new partner can be assigned.

Trainings

Available:

- Admin Training
8:00 AM – 10:00 AM
- User Training
10:00 AM – 12:00 PM

Date:

Thursday, May 3

Thursday, May 10

Thursday, May 17

Thursday, May 24

Location:

DBH Training Institute (San Bernardino County)
1950 S. Sunwest Lane, Suite 200
San Bernardino, CA 92415

Shasta County Mae Helene Bacon Boggs Conference Center
2420 Breslauer Way
Redding, CA 96001

Contra Costa County
2425 Bisso Lane, Suite 100
Concord, CA 94520

Kern County Mental Health
Commonwealth Building
3300 Truxton Ave., Suite A
Bakersfield, CA 93301

Register for one of the trainings dates/locations online at the following site:

<http://www.123signup.com/calendar?Org=CUEI>

Please register for trainings by Friday, April 27.

Partner Level Data (PLD) Templates

- PLD Templates and User Manual (1/19/2012)

Department of Mental Health Department of Mental Health Department of Mental Health Home Systems MHSA Information Functions Utilities Support Logout Department of Mental Health Department of Mental Health Department of Mental Health

MHSA

Instructions

Training for the

Currently, the DMH Performance Outcomes and Quality Improvement Partnership (FSP) Outcomes Assessment data. County staff will not be able to submit data until they are 'certified' as having received the training for more information.

Outcomes Assessment

for counties who are preparing to collect and submit Full Service Technology Web Services (ITWS) Mental Health Services Act (MHSA) data. For more information on the MHSA Training page at <http://www.dmh.ca.gov/POQI/trainingMHSA.asp>

User Manuals and Instructions

Title	Last Updated
Instructions	
Importing XML into an Access Database	06/18/07
DCR Client-Level Report Template	02/16/12
DCR User Manual	02/16/12
CIHM Webcast Training: New Reporting Requirements for DIG/MHSA	
March_8th_Webcast_CSI.ppt	03/07/06
March_8th_Webcast_FSP.ppt	03/07/06
March_8th_Webcast_FSP_handouts.pdf	03/07/06

PLD Templates Overview

- Provides a Data Extract Warehouse
- Facilitates Data File Import
- Contains Pre-Defined Tables and Field Definitions
- Contains an Automated Process for Replacing Old Extracts with New Extracts
- Provides Form Layout of Each Partner's Complete Data
- Provides Reports of Each Partner's Complete Data
- Provides an Environment for Creating New Reports

PLD Templates Overview

- Interface for Importing and Viewing Partner Data

The screenshot shows a web application interface with a title bar labeled "FrontPage" and a main header "FSP DCR Partner-Level Data Templates". The interface is divided into three main sections:

- Browse Partner Data:** Contains four buttons: "Browse All Partners' Data", "Find a Partner's Data - Search by ID", "Find All Partners' Data for a Coordinator", and "Find a Partner's Data - Search by Name".
- Run Partner Report:** Contains two buttons: "View Partner Report - Search by ID" and "Export PDF Report - Search by ID".
- Import New Data Download from DCR .csv Files:** Contains one button: "Instructions".

Browse Partner Data Template

○ D1: Residential tab example

3Ms	Admin. Changes	D1: Residential	D2: Education	D3: Employment	D4: Financial	D5: Legal	D6: Emergency	D7-D8: Health Substance	D9: ADL	D10: IADL
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DAYS AT RESIDENTIAL SETTINGS IN 12 MONTHS BEFORE FSP:

Residential Setting Yesterday	Total Days Reported Past 12	With Parents	With Other Family	Apt. Alone	Single Room Occ.	Foster Relative	Foster Non-Relative	Em. Shelter	Home-less	Indiv. Picmnt.	Asstd. Living	Cong. Picmnt.	Comm. Care	Medical Hosp.	Psych. Hosp.	State Psych.	Gp. Home 0-11	Gp. Home 12-14	Comm. Trt.	Res. Trt.	Nursing Physic.	Nursing Psych.	Long-Term Care	Juv. Hall / Camp	DJU	Jail	Prison	Other Setting	Unk. Setting
Homeless	365				27			218	120																				

DAYS AT RESIDENTIAL SETTINGS DURING FSP:

Date Residential Change	Days in FSP	Residential Setting	Length at Setting	Assessment Date	Record Created Date
11/20/2008	0	Homeless	11	11/20/2008	12/03/08 9:57:06 AM
12/1/2008	11	Residential Treatment	91	12/5/2008	02/09/09 1:54:54 PM
3/2/2009	102	Emergency Shelter	36	3/11/2009	03/12/09 2:52:05 PM
4/7/2009	138	Apartment Alone	482	6/19/2009	06/19/09 1:19:31 PM



PLD Template Demonstration

County-Level Data Quality Reports

- County-Level Data Quality Reports (completed 12/23/2011)
- Must have right authority in ITWS to download DQ Reports
- *The reports can be viewed and/or retrieved from ITWS by selecting the following tabs from the ITWS Home page:*
 - *a) Functions*
 - *b) Transfer Files (Upload and Download)*
 - *c) Choose a system: => SDMC - DMH*
 - *d) Select the "OAC Reports" folder/link in the DOWNLOAD section*
 - *e) Double-click the applicable report to invoke File Download*

County-Level Data Quality Reports

- Data Quality reports include all data since inception
- Data Quality reports are not meant for outcomes analysis
 - Measures designed for evaluating data consistency, not program/client progress
 - No points or outliers excluded
 - No Matched Pairs
 - No comparison groups

Sections

- 1.0: General History of All Partnerships Ever Served by Quarter
- 2.0: Program and Provider Measures for Partnerships Ever Served
- 3.0: Domain 1 - Residential Status
- 4.0: Domain 2 - Education
- 5.0: Domain 3 - Employment
- 6.0: Domain 4 - Financial
- 7.0: Domain 5 – Legal Issues / Designation
- 8.0: Domain 6 – Emergency Interventions
- 9.0: Domain 7 - Health Status
- 10.0: Domain 8 - Substance Abuse
- 11.0: Domain 9 – Activities of Daily Living (ADL)

Appendices

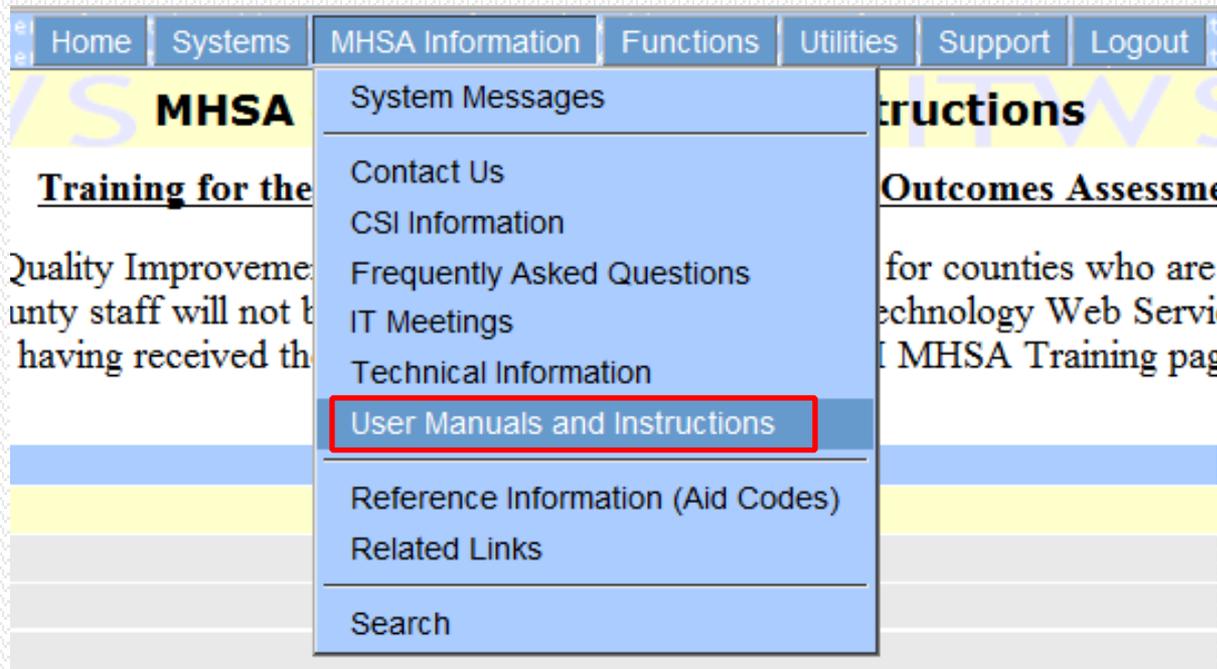
- Appendix A: Coordinator Caseload of Active Partnerships by Quarter
- Appendix B: List of Stagnant Partnerships with Active Partnership Status
- Appendix C: List of Active Partnerships with >2 Missing Quarterly (3M) Assessments
- Appendix D: List of KET Residence Notifications as of Data Extraction Date
- Appendix E: List of Replicate Residential Settings on Same Date
- Appendix F: List of Partnerships with Missing or Incorrect Employment Data
- Appendix G: List of Partnerships with >1 Legal KET of Same Type on Same Day



County-Level Data Quality Report Demonstration

Application Notes

- Application Notes (completed 4/5/2012)



Application Notes Overview

- Provide instruction to reproduce two of the sub-reports from the County Data Quality Reports
- Counties participated in a survey to determine the two sub-reports for the Application Notes
- Utilizes the FSP DCR exported comma-separated value (CSV) data files and PLD Templates in Microsoft Access

Application Note #1 Report

Average Length of Enrollment and 3Ms Completed for Partnerships Ever Served by Program / Provider

Program	Provider	Continuously Enrolled?	No. Of Partnerships	Ave. Length In Pgm to Date (Days)	3M % Complete
FSP, Youth					
		No	3	732	91.3 %
		Yes	32	685	95.7 %
	43AG	Yes	1	171	50 %
	43BC	Yes	7	885	78.8 %
	~ ALL PROVIDERS ~	No	3	732	91.3 %
	~ ALL PROVIDERS ~	Yes	40	707	91.6 %
FSP, Transitional					
		No	3	500	60 %
		Yes	45	249	61.3 %
	~ ALL PROVIDERS ~	No	3	500	60 %
	~ ALL PROVIDERS ~	Yes	45	249	61.3 %
FSP, Adults & Older Adult					
	3622	No	2	1069	4.5 %
	3622	Yes	30	1401	2.7 %
	3688	No	1	371	75 %
	3688	Yes	32	1118	0 %
	3681	No	28	977	19.1 %
	3681	Yes	209	884	15.4 %
	36D4	No	1	1088	0 %
	36D4	Yes	32	1134	9.9 %
	36DY	No	3	987	18.8 %
	36DY	Yes	69	762	29.9 %
	3811	Yes	1	1162	8.3 %
	~ ALL PROVIDERS ~	No	35	969	18.2 %
	~ ALL PROVIDERS ~	Yes	373	945	13.9 %
FSP, WRAP					
	36CH	Yes	114	813	18.6 %
	36D4	Yes	44	636	1.4 %
	~ ALL PROVIDERS ~	Yes	158	763	14.6 %

Application Note #2 Reports

Number of Partnerships by Discontinued Reason for Each Program / Provider

FSP, Family	Provider	Target Criteria	Serving Jail	Placed Juvenile Hall	Ntd Located	Moved	Met Goals	Institution	Discontinue	Deceased	Still in Program
					9	8	5	1	9	5	76
	0000										1
	0000013735										1
	3238				2	1	1			1	4
	ALL PROVIDERS				11	9	6	1	9	6	82
FSP, TAY	Provider	Target Criteria	Serving Jail	Placed Juvenile Hall	Ntd Located	Moved	Met Goals	Institution	Discontinue	Deceased	Still in Program
		3			2	4	6	1	8	3	33
	3356		1		1	1	2		4	1	3
	3588				1						2
	388R		1		1						1
	ALL PROVIDERS	3	2		5	5	8	1	12	4	39
FSP, WRAP	Provider	Target Criteria	Serving Jail	Placed Juvenile Hall	Ntd Located	Moved	Met Goals	Institution	Discontinue	Deceased	Still in Program
		1	3		3	4	2	1	3		121
	1164637823										2
	1200615544										2
	1588734354								1		
	1629379706										3
	6669				5	2	1	1	4		10
	ALL PROVIDERS	1	3		8	6	3	2	8		138
FSP, Transitional Adult	Provider	Target Criteria	Serving Jail	Placed Juvenile Hall	Ntd Located	Moved	Met Goals	Institution	Discontinue	Deceased	Still in Program
		3	3		7	12	14	4	10	19	116
	1033276365										1
	1205955395									1	2
	1679692263				2	1					2
	1801089743					1	1		1	2	12
	1801915491		1			2			1	1	11
	1902945868										1
	1912046137					1				1	3
	1942341300						1				
	ALL PROVIDERS	3	4		9	17	16	4	12	24	148

* Includes only continuously enrolled partners. (Excludes partner who were discontinued and reactivated after less than 1 year.)

Application Note #2 Reports

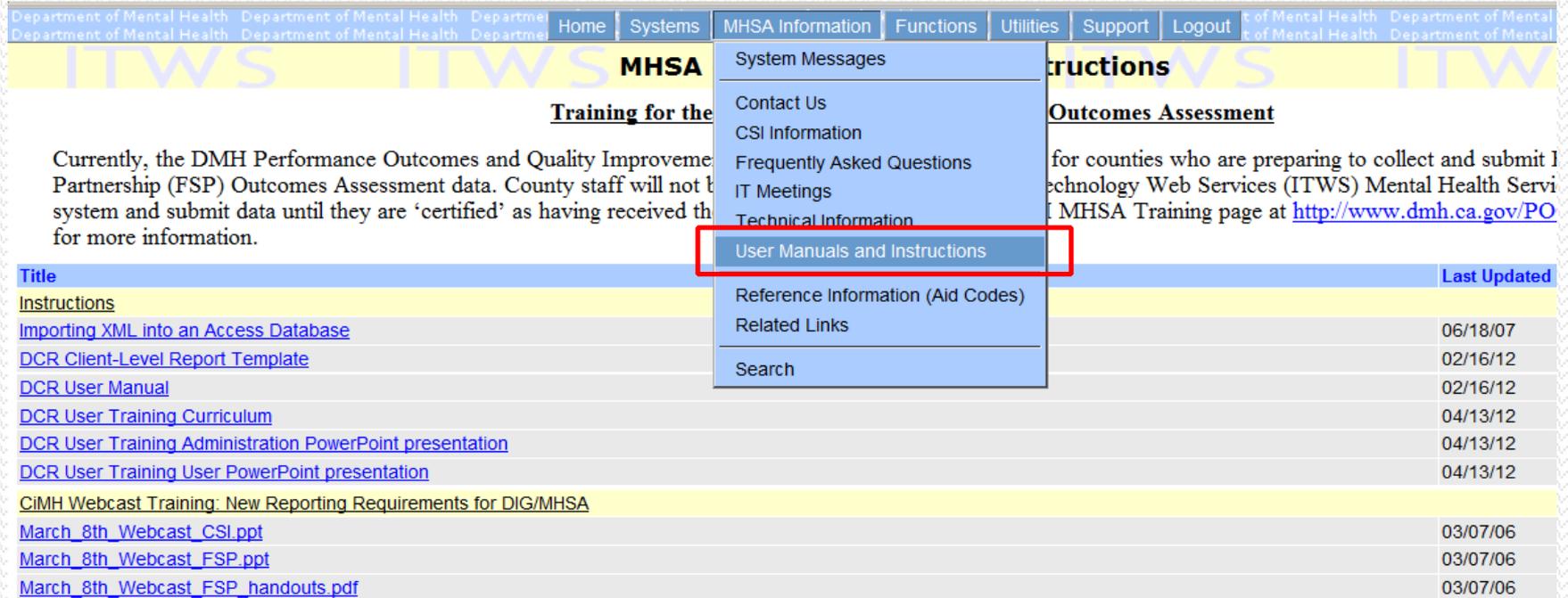
2.8: Average Length (Days) in Partnership by Program / Provider and Discontinued Reason*

FSP, Family	Provider	Target Criteria	Serimg Jail	Placed Juvenile Hall	Nd. Located	Moved	Met Goals	Institution	Discontinue	Deceased	Still in Program
					295	558	966	1042	550	415	372
	0000										219
	0000013735										134
	3236				510	272	1468			117	1663
	ALL PROVIDERS				334	526	1066	1042	550	366	431
FSP, TAY	Provider	Target Criteria	Serimg Jail	Placed Juvenile Hall	Nd. Located	Moved	Met Goals	Institution	Discontinue	Deceased	Still in Program
		552			477	379	769	1047	412	766	634
	3356		995		576	585	1130		794	739	1698
	3588				111						194
	388R		1172		454						1469
	ALL PROVIDERS	552	1064		419	420	859	1047	539	760	714
FSP, WRAP	Provider	Target Criteria	Serimg Jail	Placed Juvenile Hall	Nd. Located	Moved	Met Goals	Institution	Discontinue	Deceased	Still in Program
		170	330		369	165	249	435	478		295
	1164637823										426
	1200615544										237
	1588734354								893		
	1629379706										237
	6669				663	647	490	325	960		1641
	ALL PROVIDERS	170	330		552	326	329	380	771		392
FSP, Transitional Adult	Provider	Target Criteria	Serimg Jail	Placed Juvenile Hall	Nd. Located	Moved	Met Goals	Institution	Discontinue	Deceased	Still in Program
		437	204		353	394	532	270	420	364	1007
	1033276365										1028
	1209955895									510	1192
	1679692263				268	268					1192
	1801089743					245	245		933	956	1185
	1801915491		106			494			49	226	1115
	1902945868										741
	1912046137					115				43	770
	1942341300						174				
	ALL PROVIDERS	437	179		334	373	492	270	432	400	1028

* Includes only continuously enrolled partners. (Excludes partner who were discontinued and reactivated after less than 1 year.)

FSP DCR Data Analysis Training

- FSP DCR Data Analysis Training (completed 4/20/2012)



The screenshot shows the ITWS MHSA website interface. At the top, there is a navigation bar with links for Home, Systems, MHSA Information, Functions, Utilities, Support, and Logout. Below this, the main content area is divided into sections. On the left, there is a section titled "Training for the" with a paragraph of text. On the right, there is a section titled "Instructions" and "Outcomes Assessment" with a paragraph of text. A dropdown menu is open over the "MHSA Information" link, listing various options: System Messages, Contact Us, CSI Information, Frequently Asked Questions, IT Meetings, Technical Information, User Manuals and Instructions (highlighted with a red box), Reference Information (Aid Codes), Related Links, and Search. Below the main content, there is a table with columns for "Title" and "Last Updated".

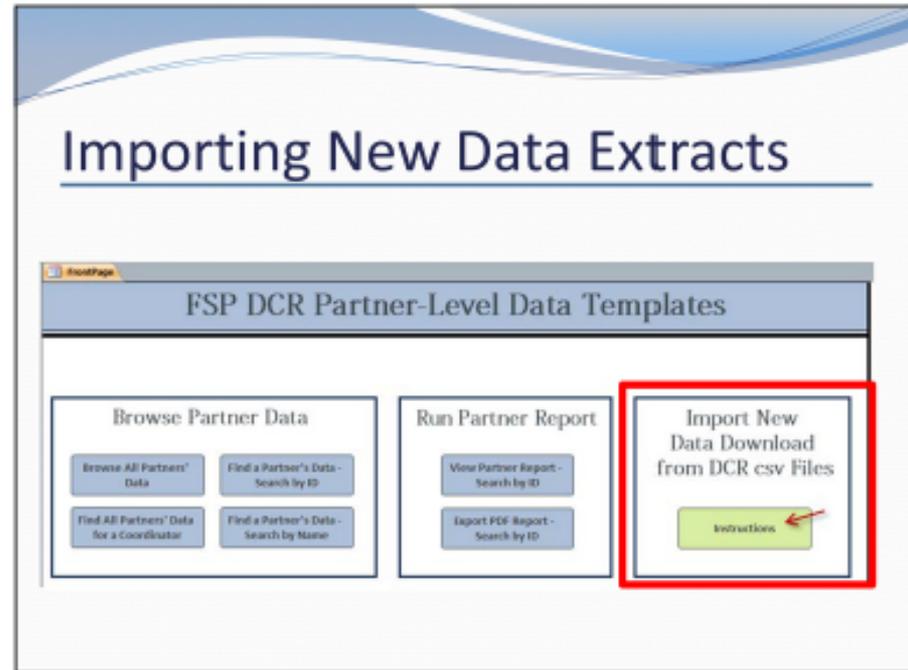
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March 8th Webcast_CSI.ppt	03/07/06
March 8th Webcast_FSP.ppt	03/07/06
March 8th Webcast_FSP_handouts.pdf	03/07/06

FSP DCR Data Analysis Training

- Covers:
 - Download FSP Data from DCR
 - Import FSP Data to PLD Templates
 - Generate Standard Reports in PLD Templates
 - Create New Reports using Application Notes
- Consists of 2 Files:
 - Training Curriculum with Presenter's Notes
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Training Curriculum

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- Slide images are only references of actual slides
- Note: There is better image quality of the slides in the



As mentioned previously, the PLD Templates come empty of data. It is recommended that users store an empty copy of the PLD Templates as a backup in the event that Microsoft Access file corruption issues arise while utilizing the PLD Templates. The PLD Templates are designed for use with the DCR CSV files, which can be downloaded from the online FSP DCR. Users must use the downloaded data files from the online FSP DCR application.

The PLD Templates are designed to work with one entire set of the four downloaded FSP DCR CSV files (PAF Residence, PAF Non-Residence, KET and 3M) at a time. Therefore, when a new updated set of files is downloaded for use with the templates, the old data must be cleared from the database.

With the PLD Template open in Microsoft Access, as seen in this slide, select the **Instructions** button from the front page.

Trainings

Available:

• Data

Analysis

Training

1:00 PM –

5:00 PM

Date:**Location:**

Thursday, May 3

DBH Training Institute (San Bernardino County)
1950 S. Sunwest Lane, Suite 200
San Bernardino, CA 92415

Thursday, May 10

Shasta County Mae Helene Bacon Boggs Conference Center
2420 Breslauer Way
Redding, CA 96001

Thursday, May 17

Contra Costa County
2425 Bisso Lane, Suite 100
Concord, CA 94520

Thursday, May 24

Kern County Mental Health
Commonwealth Building
3300 Truxton Ave., Suite A
Bakersfield, CA 93301

Register for one of the trainings dates/locations online at the following site:

<http://www.123signup.com/calendar?Org=CUEI>

Please register for trainings by Friday, April 27.



Discussion

Q & A

FSP DCR Webinar

April 26, 2012

This webinar was funded by the Mental Health Services Oversight and Accountability Commission (MHSAOAC).