FSP OMA
User's Group

COUNTY OF LOS ANGELES - DEPARTMENT OF MENTAL HEALTH
QUALITY, OUTCOMES & TRAINING DIVISION

WELLNESS • RECOVERY • RESILIENCE

LOS ANGELES COUNTY
DEPARTMENT OF
MENTAL HEALTH
hope. recovery. wellbeing.

Welcome to the FSP OMA User's Group

- Welcome and Introductions
- Review of handouts

Objectives

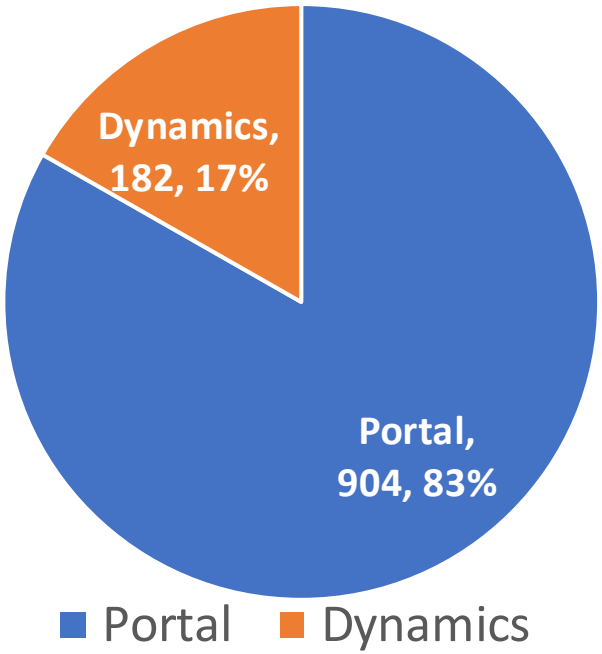
- Provide updates on any recent developments of the FSP applications
- Review Forms Statuses
- Review Incomplete Assessment work-flow
- Discuss DCDR process

George's Data Corner

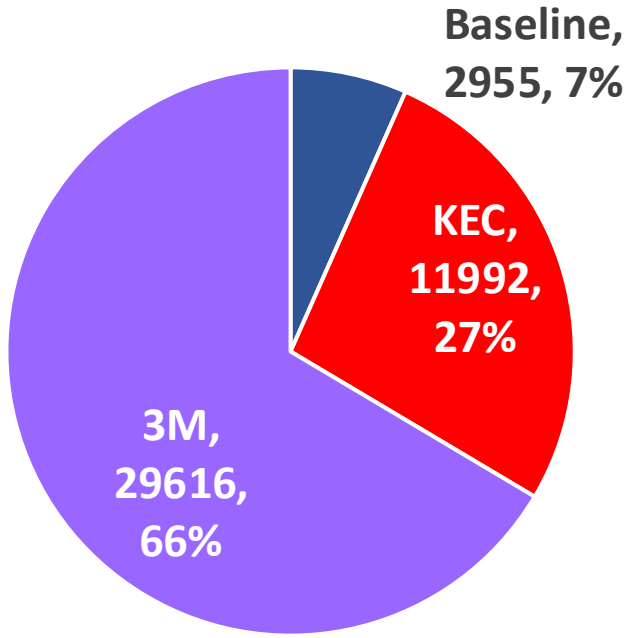
LOS ANGELES COUNTY
DEPARTMENT OF
MENTAL HEALTH
hope. recovery. wellbeing.

Who is entering outcomes?

Type of Agencies Entering Outcomes: Legal Entities vs Directly Operated



Type of Outcome Data being Entered: Baseline, KEC, 3M



Average Relationship

Baseline

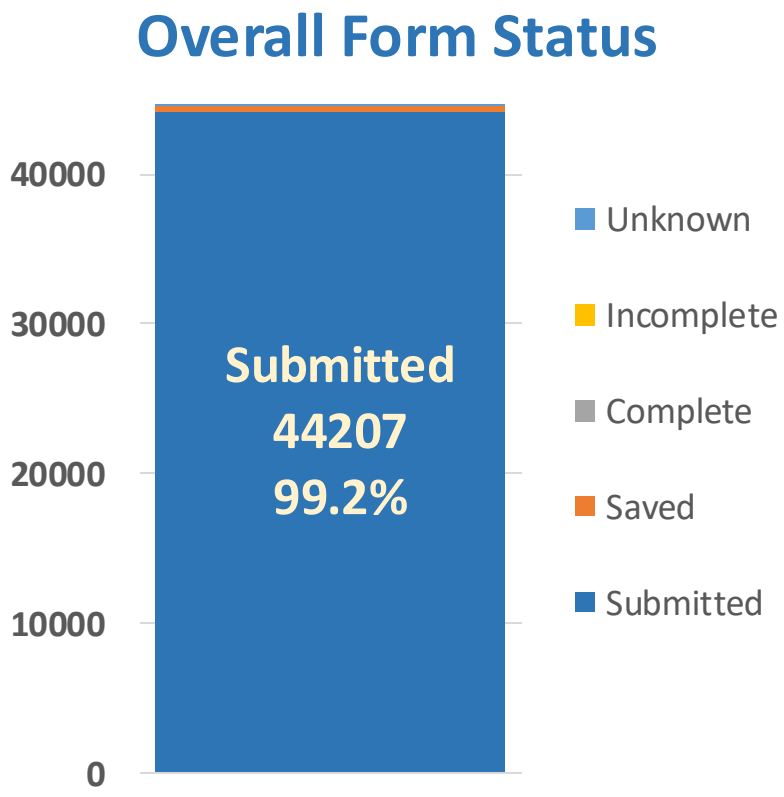
KEC (4 per)

3M (10 per)

*Your results may vary!

Data Entry & Form Status

Submitted	44207
Saved	329
Complete	9
Incomplete	19
Unknown	5
Total =	44569



KEY

Submitted: Assessment passed all validations successfully

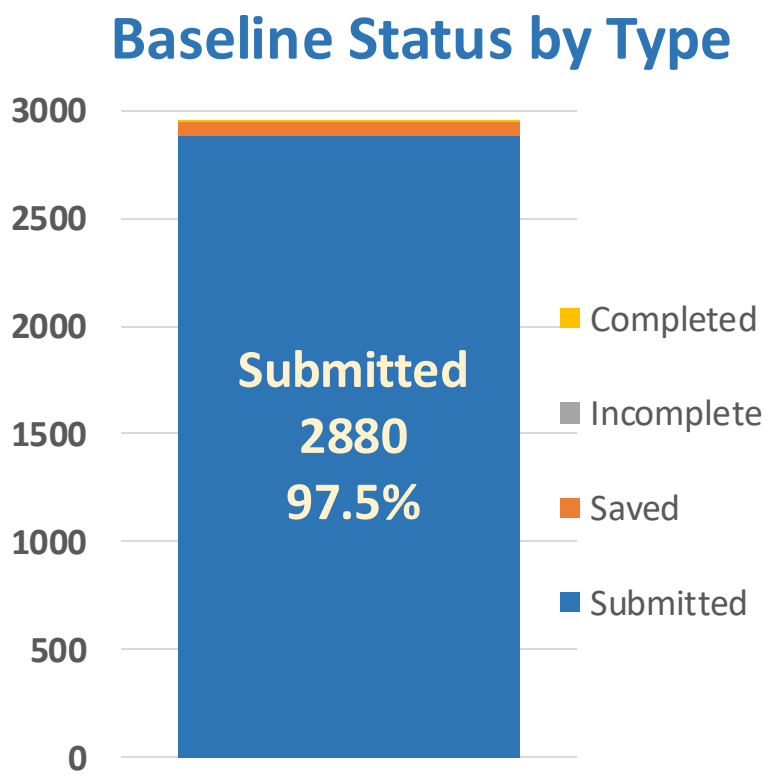
Saved: Allows one to save progress and make edits

Complete: Partial assessments that the FSP Outcomes Team have manually changed from incomplete to complete allowing one to continue with other assessments if needed. These can be edited with limited capabilities.

Incomplete: Read Only - Partial assessment that did not pass all validations and was submitted to FSP Team for review

Data Entry & Form Status

Submitted	2880
Saved	68
Incomplete	3
Completed	4
Total =	2955



KEY

Submitted: Assessment passed all validations successfully

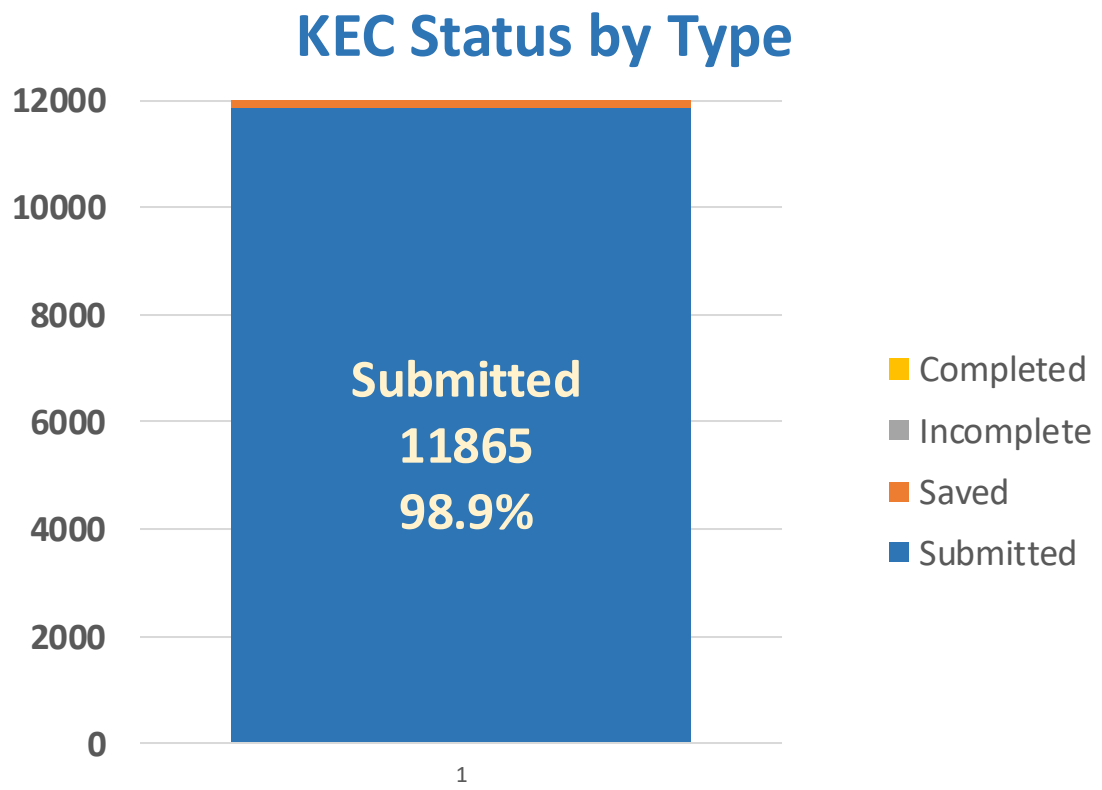
Saved: Allows one to save progress and make edits

Complete: Partial assessments that the FSP Outcomes Team have manually changed from incomplete to complete allowing one to continue with other assessments if needed. These can be edited with limited capabilities.

Incomplete: Read Only - Partial assessment that did not pass all validations and was submitted to FSP Team for review

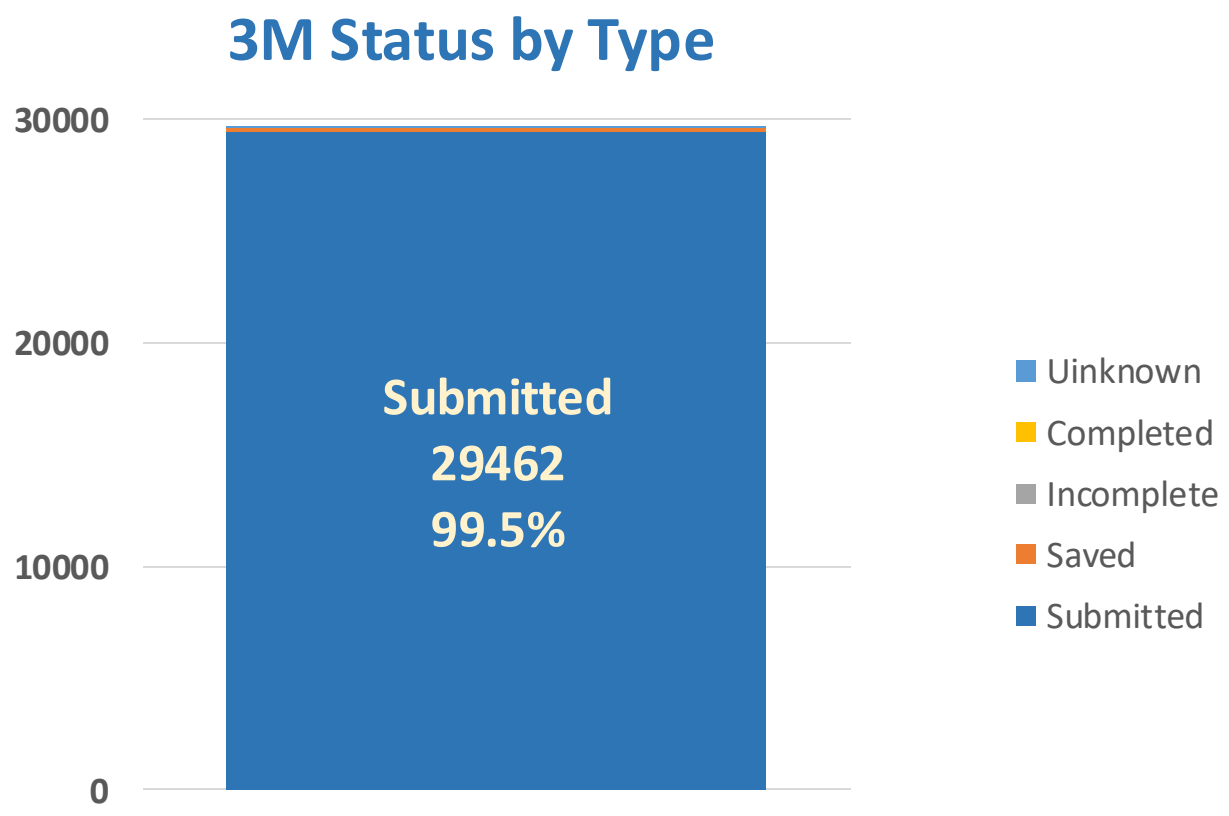
Data Entry & Form Status

Submitted	11865
Saved	121
Incomplete	5
Completed	1
Total =	11992



Data Entry & Form Status

Submitted	29462
Saved	139
Incomplete	11
Completed	4
Unknown	6
Total =	29622



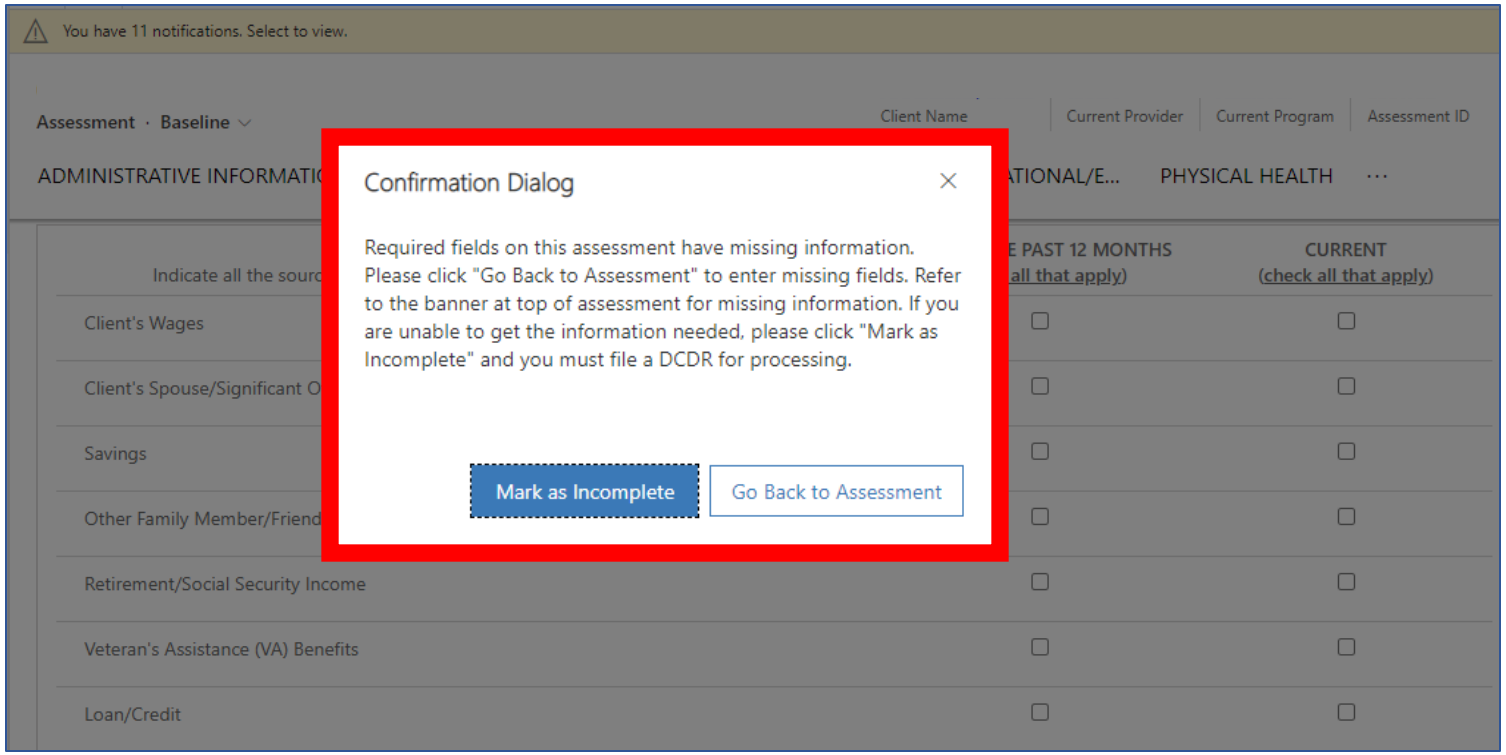
Form Statuses

Form Statuses

- **Saved** status allow you to save your progress and make any edits.
- **Submitted** status refers to an assessment that passed all system validation successfully. Can be edited with limited capabilities.
- **Incomplete** status refers to partial assessments that did not pass all system validations and are submitted to the FSP Outcomes Team for further review. Incomplete assessments are set to read-only.
- **Complete** status refers to partial assessments that the FSP Outcomes Team have manually changed from incomplete to complete allowing you to continue with other assessments if needed. These can be edited with limited capabilities.

Validations

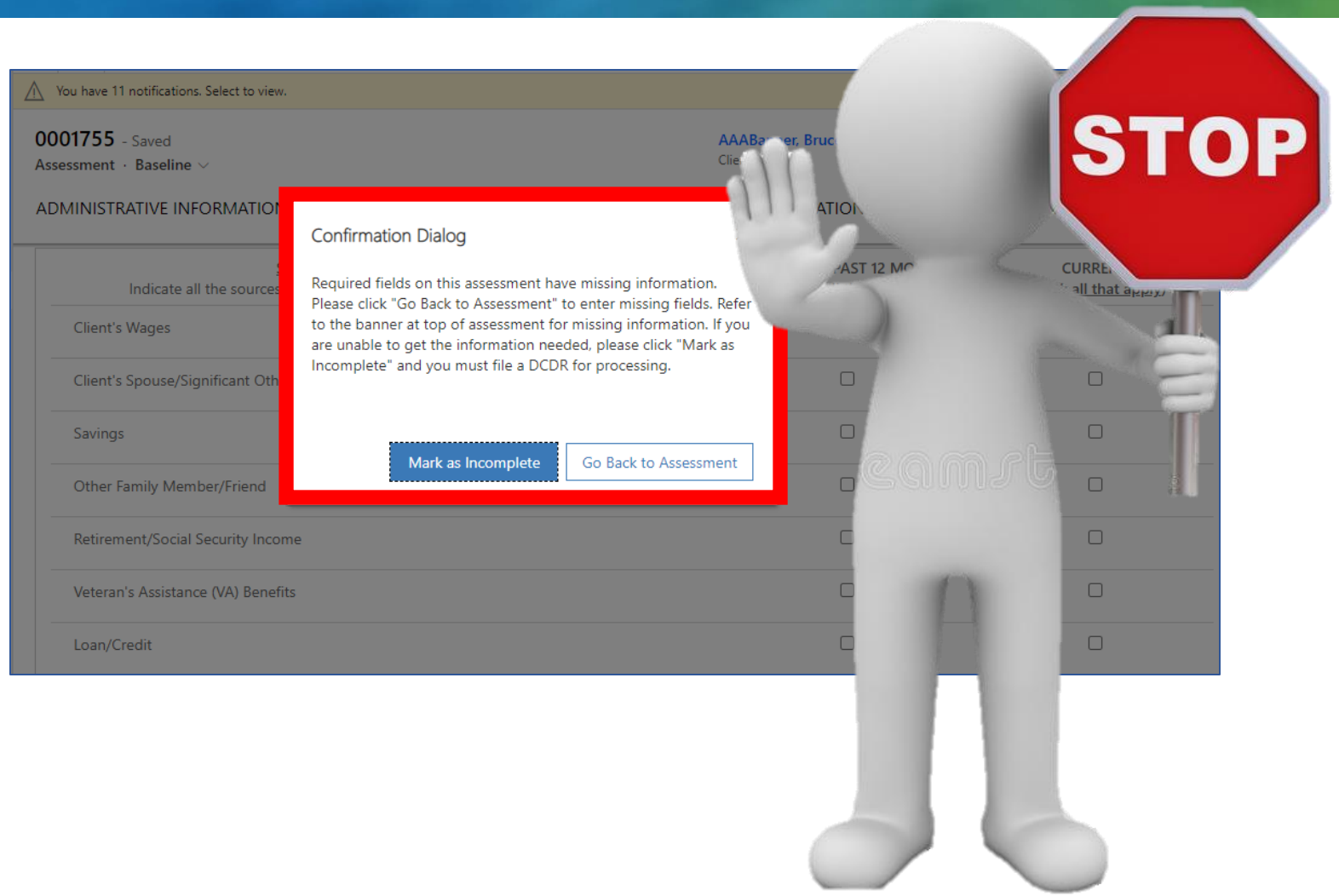
If the assessment does not pass validation, you will receive a message providing you with the choice to either to submit the form as-is or elect to go back to the form to complete it.



Go Back To Assessment, it is recommended that all notifications are reviewed to determine which section require further attention.

Mark as Incomplete if the assessment is submitted as-is, then the assessment status will change to **Incomplete.** An incomplete assessment will prohibit you from editing the record.

What happens to an Incomplete Assessment?



<u>Before selecting I AM DONE</u>

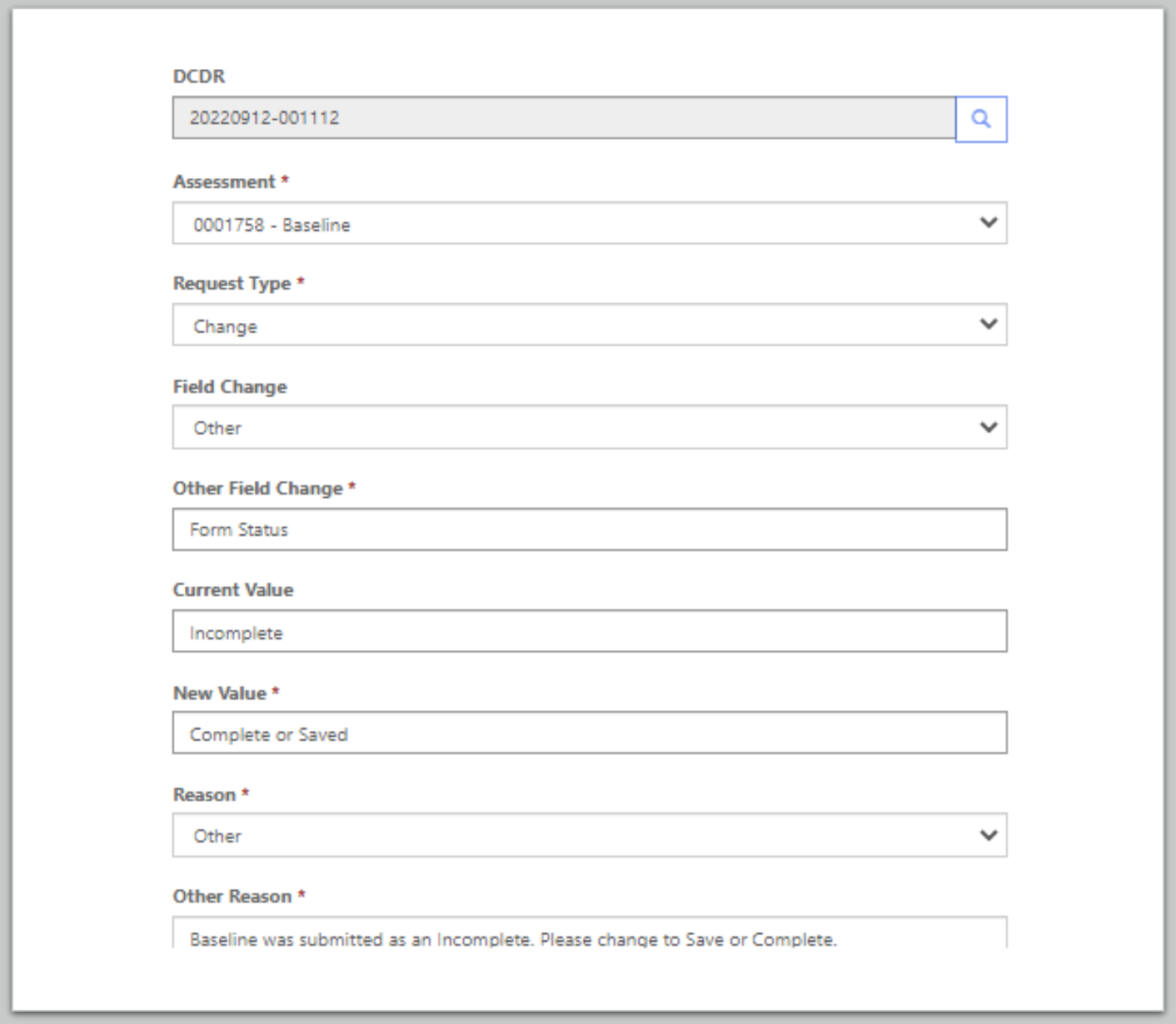
- STOP and Review
- SAVE and Close
- Talk to the clinician

What happens to an Incomplete Assessment?

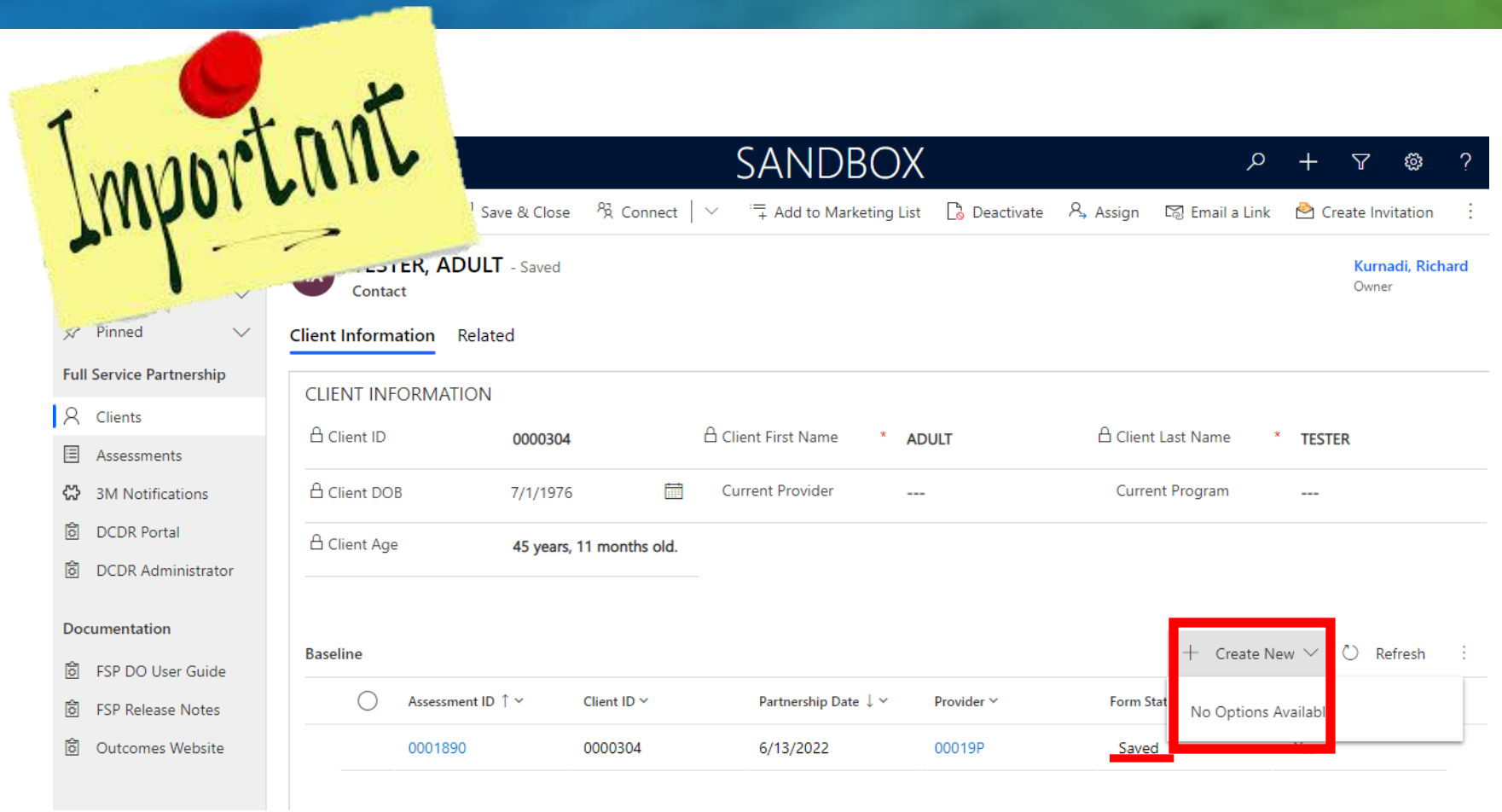
- A DCDR is required every time an assessment is submitted as **Incomplete**.
- Once the FSP Outcomes Team has completed their thorough analysis they will change the status of the assessment to **SAVED** or **Complete**.
  - Moving the status to **Saved** will allow you to continue editing the assessment before submitting.
  - Moving the status to **Complete** will bypass all validations and will mark the assessment as completed. This will allow you to create other assessments if necessary.
- **Assessments with a Complete status can be edited by provider with limited capabilities**
  - **Assessment should be SAVED in order to default back to Complete status.**
  - **If the assessment is SUBMITTED as a partial assessment again it will be sent back to the FSP Outcomes Team for further review. (this option will delay your approval)**

What happens to an Incomplete Assessment?

- A DCDR is required every time an assessment is submitted as **Incomplete**.
- Create a DCDR Request through the DCDR Portal.



Form Statuses



- If a Baseline has a status of **Saved** or **Incomplete** you will **not** be able to create new forms in FSP OMA-DO.
- Remember **Incomplete** statutes can only be changed to **Saved** or **Complete** by the FSP Outcomes Team.

Form Statuses

Home > 1969Y SOUTH BAY CHILDRENS HLTH CTR > Clients List > **FSP Client**

CLIENT INFORMATION

Client ID
1234564

Client First Name *
Miles

Client Last Name *
AAAMorales

Client DOB
8/10/2005

Current Provider
1969Y

Current Program
Child and Young Adult FSP

Client Age
17 years, 11 months old.

Baseline

Create KEC

Assessment ID	Client ID	Partnership Date	Provider	Form Status	Partnership Active
0001929	1234564	3/1/2022	1969Y	Incomplete	Yes

What happens to a form in Saved status

- If a Baseline is in *Saved* status, providers will not see a "Create KEC" button or a "Create 3M" button
- If a KEC that is transferring, discontinuing, or reestablishing a client is in *Saved* status, the client provider status will not be updated
- If a Baseline is in *Saved* status, providers will not have updated 3M Notifications (which allow provider to create a 3M and see button)

Before transferring/discontinuing a client

- Make sure all previous forms are in *Submitted* status (for all providers)
- Enter the transfer or discontinuation KEC last on FSP OMA

Form Status related reminders

Please Note:

- Assessments that were labeled “Is Complete” in OMA 1.0 migrated in *Submitted* status in OMA 2.0
- Assessments that were **NOT** labeled “Is Complete” in OMA 1.0 migrated in *Saved* status in OMA 2.0

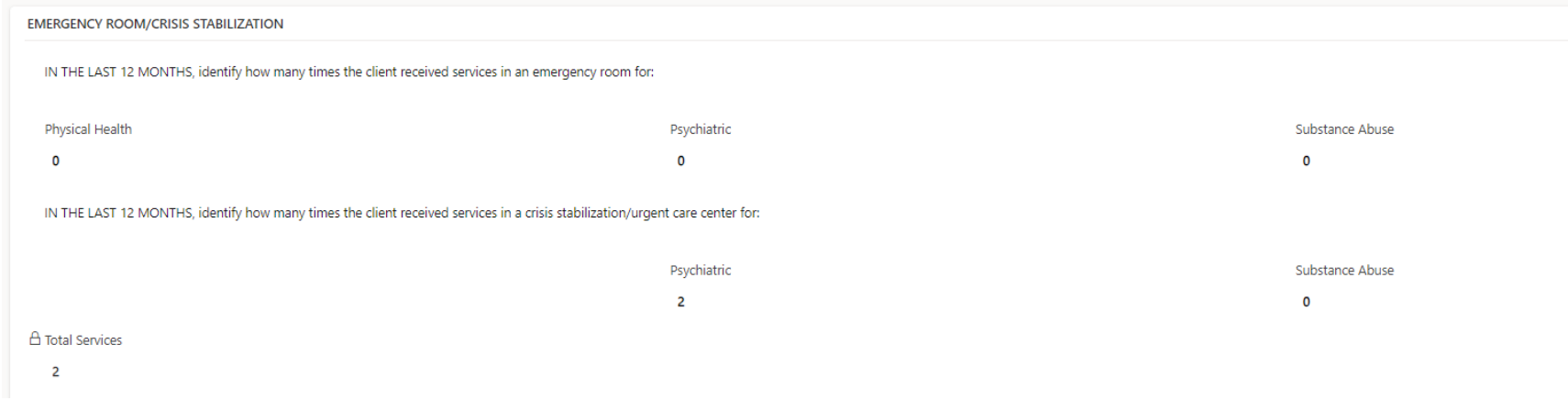
Recommendation:

- Be sure to check form status when reviewing a client whose data was migrated from OMA 1.0

Other reminders

Review Blank Number Fields:

- Emergency Intervention fields and Legal section fields (Arrest Info, Custody Info) require a number entered (even if it is a zero)



- If the fields are left blank when form is submitted, form status will be *Incomplete*

Other reminders

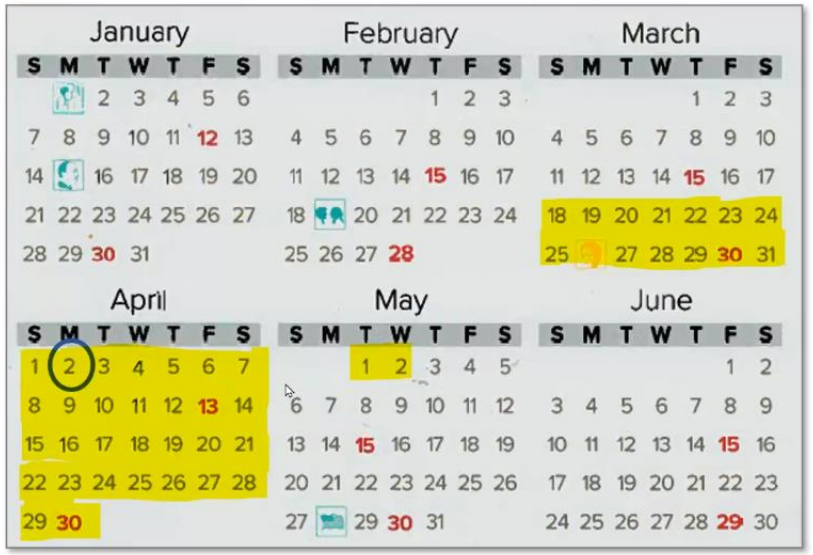
Correct Sections for Age Group:

- To get correct sections to appear on an Assessment for age group:
  - Baselines: Need to enter Partnership date and hit Save
  - KECs and 3Ms: Need to enter Assessment date and hit Save
- After you hit the Save button, the correct sections should appear so you can continue entering information

Other reminders

3M Window reminder

- If client is being discontinued within a 3M window, the provider that is discontinuing the client is responsible for that 3M
- If client was reestablished with a new provider during the window, the previous provider is still responsible for that 3M



Things to Remember

- Always double check that you are logged in as the provider that you're entering data for
- Always use Microsoft Edge browser to open FSP OMA
- Don’t forget to Save work as you go and hit "Submit” only when assessment is completed
- All *Incomplete* assessments require that the Provider complete a DCDR

OMA Labs and OMA Alerts

- **HELP DESK: (213) 351-1335**
- **OMA Labs**
  - Wednesdays 9:00AM-10:00AM
- **OMA Alerts**
  - Stay informed and connected: FSPoutcomes@dmh.lacounty.gov

Questions or Additional Information

- Outcomes Website
  - http://dmh.lacounty.gov/outcomes/
- FSP Outcomes e-mail address
  - FSPoutcomes@dmh.lacounty.gov

LOS ANGELES COUNTY
DEPARTMENT OF
MENTAL HEALTH
hope. recovery. wellbeing.