



CPMS Messenger



a monthly newsletter for those completing the CPMS forms

June 2004

By Ben Kahn, CPMS Connoisseur, OMHAS

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Why The Messenger?

The purpose of this newsletter is to provide important information to Mental Health and Alcohol and Drug Treatment Providers. Most articles in this newsletter pertain to both Mental Health and Alcohol and Drug unless otherwise noted.

*Thank you for taking the time to read this important piece of communication. Please **circulate** to all those who fill out or review CPMS forms.*

There's a Manual?

Who knew?



When figuring out how to fill out the CPMS forms, you are not alone. We have developed two operation manuals to make your life easier. These manuals are very user friendly, in that it is quick and easy to find a particular box on the form. Both the Mental Health and the Alcohol and Drug manuals have been updated

recently: Mental Health (10/03), Alcohol and Drug (03/03). If you don't have a CPMS Manual, or your manual is out-of-date, please give Rhea a call at 503-945-5760. CPMS manuals are also available on the web. You'll find them at: www.dhs.state.or.us/addiction/tools.html under *User Manuals*.

There is one other way you can get a CPMS manual: come to one of our CPMS trainings (see enclosed training calendar).

We want to thank those of you who check the CPMS manual first, before giving us a call. Suggestions for improving the manual are greatly appreciated.

Don't forget me!

47 PAYOR CODE	

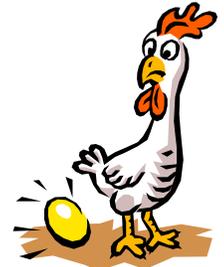
Box 47
- Payor
Code is

the box that is most commonly left blank. Please review your termination form to

make sure that the Payor Code is filled out before you send us the form. This way your form will not come back to you, delaying entry into CPMS.

Which came first: the chicken or the egg?

We may never be able to answer that age-old question, but there is one question we can answer. We do know that the Enrollment form should always be sent in before the termination form. Lately, we've received quite a few clients' termination forms without matching enrollments. We cannot process the termination form without the enrollment. Please make sure that the enrollment form is filled out and sent in within 7-days of the first treatment contact.



Questions from the 2003 Mental Health CPMS Trainings

Many of you had questions at the Mental Health CPMS Trainings



held last fall. We have the answers! We put a few in each newsletter. These questions relate to the **“Pre-Commitment” Form** (green corner form).

Q) I need more information to better understand what you want in box 49 - Last Contact Date on the Pre-Commitment form.

A) In this box you enter the date of the last time the investigator made contact with the client. If the client has been committed, the last contact date will probably be the same as the Date of Commitment (box 100). If there was not a commitment, then use the last time the investigator made contact with the client.

Q) You used to have box 102 - Length of Commitment on the Pre-Commitment CPMS form. What happened to that box?

A) Most commitments last 180 days. There is no need for you to write ‘180’ on every form. So we removed the box. If the length of commitment is less than or greater than 180 days, please note that in the client’s case record.

If you have additional questions, please check your CPMS Manual, and then give us a call at 503.945.5763 or email cpms.oasis@state.or.us.

☺ **Janelle’s Joy** ☺

(how to keep her happy)

“It makes me happy when providers do not copy the information from enrollment form to the termination form. The termination form should be filled out only after a re-assessment is done. This way we can show progress in treatment. Don’t just copy the termination form boxes from the enrollment form.”

Janelle is our data team lead. She deals with thousands of forms each month. Any assistance in making her job easier is greatly appreciated.

*remember, if you Fax us a form,
you should not also mail it to us.*

Understanding DUII



Over 20,000 clients are enrolled annually in

education and treatment programs for those arrested for Driving Under the Influence of Intoxicants (DUII). There is some confusion about how to report these services. We hope the following helps:

Provider Number – Please be sure to use your DUII Education and/or Rehabilitation provider number. This is different than your regular outpatient provider number.

Forms – All DUII education clients, regardless of age, should be enrolled on the DUII Education form (0466 – Purple). All DUII rehabilitation clients, regardless of age, should be enrolled on the Standard Adult Treatment form (0460 – Yellow).

Eligibility Codes – All DUII clients should have a DUII eligibility code (box 10). Those codes are: 6 – DUII Diversion, or 26 – DUII Convicted.

More information is on page 33 (A&D CPMS Manual).

Where do we send our CPMS forms?

Send your CPMS forms to:

CPMS OASIS

500 Summer St. NE E86
Salem, OR 97301-1118
Fax 503-945-6199

“When is the Next CPMS Training?”

Tuesday, June 15th in Klamath Falls!

A&D CPMS in the AM,
MH CPMS in the PM.

More info about upcoming trainings on the enclosed flyer.

Attention PASSR Providers:



Preadmission Screening and Resident Review (PASRR) is a screening and

evaluation service for residents of licensed nursing facilities to determine their need for inpatient psychiatric hospitalization according to federal standards and procedures defined in OAR 309-048-0050 through 309-048-0130.

PASSR providers use the Mental Health Evaluation form (0379 – Red). Be sure

to code box 86 Service Element as 36 (PASRR). Also use the correct provider number. PASSR provider numbers are:

Mt. Valley MH	01-031
Benton Co.	02-039
Clackamas Co.	03-689
Clatsop Co.	04-027
Columbia Co.	05-024
Coos Co.	06-055
Crook Co.	07-017
Curry Co.	08-015
Deschutes Co.	09-036
Douglas Co.	10-044
Grant Co.	12-015
Harney Co.	13-018
Jackson Co.	15-078
Jefferson Co.	16-020
Josephine Co.	17-043
Klamath Co.	18-061
Lake Co.	19-018
Lane Co.	20-146
Lincoln Co.	21-038
Linn Co.	22-050
Lifeways (Malheur Co.)	23-034
Marion Co.	24-214
Morrow Co.	25-017
Cascadia (Multnomah Co.)	26-225
Mt. Hood (Multnomah Co.)	26-420
Polk Co.	27-044
Tillamook Co.	29-019
Umatilla Co.	30-148
Union Co.	31-025
Wallowa Co.	32-016
Washington Co.	34-156
LifeWorks, NW (Washington Co.)	34-237
Yamhill Co.	36-051
Mid-Columbia	37-042
Warm Springs	39-006

Who ya’ gonna call?

Give us a call if you have questions about your CPMS forms.



JANELLE JEGGLIE

503-945-6186
A&D CPMS, CMHPs 26, 27;
MH CPMS, CMHPs 20-27;
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RHEA RODRIGUEZ

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Form and Manual Orders;
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Thank you for your efforts

I promise not to run into any more trucks while riding my bicycle. Ideas for future newsletters are greatly appreciated. Call or email me. Ben Kahn, Research Facilitator, Office of Mental Health and Addiction Services, 503-945-6196 or ben.kahn@state.or.us