

CALOCUS- ASSESSMENT TOOL

- [Q1: What is CALOCUS®?](#)
- [Q2: What is the difference between the CALOCUS and the Child and Adolescent Service Intensity \(CASII®\) Instrument?](#)
- [Q3: Does the CALOCUS Assessment replace the CASII?](#)
- [Q4: When did AHCCCS initiate the CALOCUS?](#)
- [Q5: How does the CALOCUS Assessment process guide treatment?](#)
- [Q6: Can the CALOCUS be used to assess infants and toddlers?](#)
- [Q7: Can the CALOCUS be used to assess adults?](#)
- [Q8: Who can conduct the CALOCUS assessment?](#)
- [Q9: Can the CALOCUS be used by integrated care settings?](#)
- [Q10: Is the CALOCUS required for Fee-for-Service \(FFS\) Providers?](#)
- [Q11: How long does it take to conduct the CALOCUS assessment?](#)
- [Q12: What is the cost of the CALOCUS?](#)
- [Q13: Will the CALOCUS be available in another language?](#)

AHCCCS REQUIREMENTS

- [Q1: How are AHCCCS and Deerfield working together to implement the CALOCUS?](#)
- [Q2: Which AHCCCS providers are required to conduct the CALOCUS?](#)
- [Q3: What is the level of integration for the CALOCUS?](#)
- [Q4: What member ID is required?](#)
- [Q5: What should be done if a parent or guardian does not want their child to participate in the CALOCUS assessment?](#)
- [Q6: Who should providers contact if they have general questions about CALOCUS that are not answered within these FAQs?](#)

AHCCCS TRAINING REQUIREMENTS:

- [Q1: Will there be enough training slots for everyone to complete the training?](#)
- [Q2: If there is not an open training slot, are staff able to share or “double-up” to take the training when only one person has registered for the training?](#)
- [Q3: Who should providers contact if they cannot access a training slot or if they completed the training and cannot obtain a certificate of completion?](#)
- [Q4: What happens if I do not receive a training certificate?](#)
- [Q5: What time zones are reflected in CALOCUS training notifications?](#)
- [Q6: What are the primary training requirements/steps to follow for taking the CALOCUS training?](#)

- Q7: Do all providers need to take CALOCUS training if they serve children, even if they are a specialty provider?**
- Q8: Is everyone required to take the CALOCUS training through Deerfield, even if they have previously been trained on CASII Administration?**
- Q9: Does our CALOCUS training certificate follow us if we work for a different provider?**
- Q10: How do we know if we are conducting the CALOCUS according to fidelity requirements?**
- Q11: Is it possible for more than one provider to complete a CALOCUS for any child receiving services?**

AHCCCS/DEERFIELD PORTAL & EHR

- Q1: What is the Deerfield/AHCCCS Portal?**
- Q2: What is the process for integrating the CALOCUS into the provider's EHR?**
- Q3: Is integration required if a provider already has the forms built into their EHR system?**
- Q4: Does the CALOCUS Level of Care Score need to be entered into the DUGLESS?**
- Q5: Why are my files getting denied when attempting to submit the DUGLESS without CALOCUS scores?**
- Q6: Is there a paper form available for the CALOCUS?**
- Q7: Does AHCCCS use the Deerfield Portal or EHRs to track/trend utilization?**
- Q8: Will health plans have access to a roster of information on all provider staff who have successfully completed Deerfield training for CALOCUS?**

CALOCUS- ASSESSMENT TOOL

Q1: What is CALOCUS®?

- A1:** The CALOCUS is a “standardized assessment tool that provides determination of the appropriate intensity of services needed by a child or adolescent and their family, and guides provision of ongoing service planning and treatment outcome monitoring in all clinical and community-based settings.”
1. CALOCUS meets definitional criteria as an assessment under contract and policy,
 2. Utilize AHCCCS website for general resources, including the Medical Coding Resources, Billing Health Services Matrix, Claims Clues, AMPM 220, AMPM 320-O, AMPM 570, and current contract, and
 3. Utilize national references such as CPT Manual.

Q2: What is the difference between the CALOCUS and the Child and Adolescent Service Intensity (CASII®) Instrument?

A2: The CALOCUS-CASII (CALOCUS) is the result of the merger between the CASII and CALOCUS. This new instrument contains streamlined language and updated descriptions of anchor points, dimensions, and service intensity levels. The CALOCUS-CASII User's Manual and asynchronous online training are both compatible with the current Deerfield electronic scoring software for the CALOCUS. For AHCCCS requirements, the CALOCUS replaces the Child and Adolescent Service Intensity Instrument. However, the two tools are nearly identical.

Q3: Does the CALOCUS Assessment replace the CASII?

A3: Yes, the CALOCUS replaces the CASII. However, the two tools are nearly identical.

Q4: When did AHCCCS initiate the CALOCUS?

A4: AHCCCS initiated the CALOCUS on July 1, 2021, as a replacement to the CASII.

Q5: How does the CALOCUS Assessment guide treatment?

A5: Members that score a 4, 5, or 6 on a CALOCUS assessment will be offered High Needs Case Management (HNCM) as outlined in AMPM Policy 570. Additionally, CALOCUS can be used in conjunction with other assessment tools to provide whole-person care and determine any additional referrals or needs of the member to be addressed.

Q6: Can the CALOCUS be used to assess infants and toddlers?

A6: No. There is a different tool that is used to assess infants and toddlers, known as the "Early Childhood Service Intensity Instrument" (ECSII®). AHCCCS currently encourages use of the ECSII, although use of the ECSII is not required at this time. For more information regarding ECSII, please visit [AHCCCS information on ECSII](#) web page.

Q7: Can the CALOCUS be used to assess adults?

A7: There is a different tool that is used to assess adults, known as the Level of Care Utilization System (LOCUS®). AHCCCS does not currently require use of the LOCUS.

Q8: Who can conduct the CALOCUS assessment?

A8: Any trained provider (PCP, specialist provider, etc.) working with children and adolescents is able to conduct the CALOCUS assessment.

Q9: Can the CALOCUS be used in integrated care settings?

A9: Yes. The CALOCUS can be utilized in any care setting if those administering the CALOCUS have been trained on use of the tool. AHCCCS would encourage the use of CALOCUS in integrated care settings.

Q10: Is the CALOCUS required for Fee-for-Service (Division of Fee for Service Management), TRBHA, and Tribal ALTCS?

A10: The CALOCUS is not required to be used for FFS members, specifically American Indian Health Plan (AIHP), Tribal Regional Behavioral Health Authorities (TRBHA), and Tribal Arizona Long Term Care System (ALTCS) members. Regardless of whether the CALOCUS is used for FFS members, coordination with AIHP (Division of Fee for Service Management), TRBHA, and Tribal ALTCS should take place.

Q11: How long does it take to conduct a CALOCUS assessment?

A11: Time will vary, depending on familiarity of the provider with the member and the experience of the Behavioral Health Professional (BHP) or Behavioral Health Technician (BHT) who is administering the CALOCUS.

Q12: What is the cost of the CALOCUS?

A12: There is no cost to complete the CALOCUS through the AHCCCS portal or for the associated training through Deerfield. See Q & A Items Q1/A1 through Q12/A12 on page 5 regarding primary training requirements that outline the process for accessing training at no cost.

Q13: Will the CALOCUS be available in another language?

A13: At the present time, the CALOCUS is not available in another language.

AHCCCS REQUIREMENTS

Q1: How are AHCCCS and Deerfield working together to implement the CALOCUS?

A1: AHCCCS has contracted with Deerfield Behavioral Health (Deerfield) to license the Child and Adolescent Level of Care Utilization System (CALOCUS) and Level of Care Utilization System (LOCUS) software, as well as access to online training for the use of these tools. The agreement includes the licensing of both CALOCUS/LOCUS online, though AHCCCS is currently only requiring the use of the CALOCUS. This also includes licensing of the integrated Electronic Health Record (EHR) products.

Q2: Which AHCCCS providers are required to conduct the CALOCUS?

A2: AHCCCS providers who deliver behavioral health services to children and adolescents are required to conduct the CALOCUS. While not currently required, any other trained provider (PCP, pediatrician, or physical health provider, etc.) who works with children and adolescents is also able to conduct the CALOCUS assessment and can coordinate with other treating providers to share the assessment results for care coordination purposes. Providers are required to have evidence within the clinical chart for members between the ages of 6 and 18, that a CALOCUS was completed as outlined in AMPM 320-O. Providers can include a CALOCUS provided by a referring agency in a member's clinical chart to meet this requirement. All providers are required to have trained staff and the ability to complete CALOCUS, in the event that a clinical need arises.

Q3: What member ID is required?

A3: The AHCCCS ID is required for enrolled members. If the member has not yet been enrolled, a "dummy" number should be used (S00000000). Providers should not use any other member identification number in this field. Specific parameters have been set to ensure correct ID number structure is followed. If any ID other than the AHCCCS ID or the dummy number identified in parentheses immediately above, the information will not be accepted.

When entering the members' AHCCCS ID into the portal, it is essential that the AHCCCS ID be verified. AHCCCS runs error reports and your agency will be notified by contracted health plans if there are AHCCCS ID errors identified.

Q4: What should be done if a parent or guardian does not want their child to participate in the CALOCUS assessment?

A4: Document the refusal in the clinical chart.

Q5: Who should providers contact if they have general questions about CALOCUS that are not answered within these FAQs?

A5: Providers should contact their AHCCCS contracted health plan representative and the Contractor will elevate the question to AHCCCS if necessary.

AHCCCS TRAINING REQUIREMENTS

Q1: Is everyone required to take the CALOCUS training through Deerfield, even if they have previously been trained on CASII Administration?

A1: Yes, everyone will be required to complete the CALOCUS training to ensure an initial level of fidelity. Deerfield is recognized as the training entity for CALOCUS under AHCCCS. Development of any other training would be a violation of copyright.

Q2: Do all providers need to complete CALOCUS training if they serve children, even if they are a “specialty provider?”

A2: Yes, if they are a “child serving” provider, meaning they have provided billable services with a primary behavioral health diagnosis to members between the ages of 6 and 18, are required to complete CALOCUS training and conduct CALOCUS.

Q3: What are the primary training requirements/steps to follow for taking the CALOCUS training?

A3: Upon initial registration with Deerfield, providers will receive a training discount code specific to their organization. This code should not be shared with outside organizations or with contractors. Training can be booked online at <https://www.deerfieldsolutions.com/> immediately upon receiving the code. The discount code will provide a 100% discount on booked training.

Q4: Will there be enough training slots for everyone to complete the training?

A4: The training calendar is available on <https://www.deerfieldsolutions.com/>.

Q5: If there is not an open training slot, are staff able to share or “double-up” to take the training when only one person has registered for the training?

A5: No, the AHCCCS contract requires all those who administer the CALOCUS to take the training provided through Deerfield. All trainees must individually register and individually attend the training.

Q6: Who should providers contact if they cannot access a training slot, or if they completed the training and cannot obtain a certification of completion?

A6: Providers may send an email to sales@locusonline.com.

Q7: What time zones are reflected in CALOCUS training notifications?

A7: When the initial training notification comes to the registrant, it reflects the actual time (e.g., Arizona Time) of the training. The notification reminder that comes out may be sent according to Eastern Standard Time. It is strongly suggested that when the training notification is received, that registrants update their calendar at that time.

Q8: Does our CALOCUS training certificate follow us if we work for a different provider?

A8: Yes.

Q9: How do we know if we are conducting the CALOCUS according to fidelity requirements?

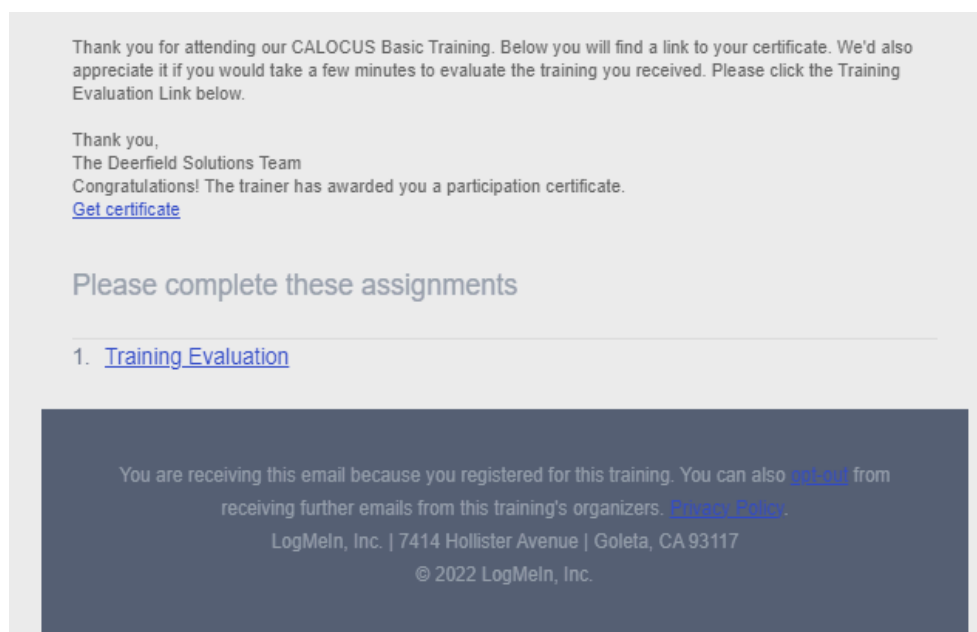
A9: AHCCCS is developing fidelity requirements in partnership with Workforce Development Administrators, AACAP, and AACP. Updates will be forthcoming.

Q10: Is it possible for more than one provider to complete a CALOCUS for any child receiving services?

A10: Duplication of the CALOCUS administration is discussed in AHCCCS Medical Policy Manual (AMPM 320-O). Should the CALOCUS be completed by more than one provider (e.g., a provider outside of the health home), the assessments shall be discussed collaboratively to address the clinical implications for treatment needs.

Q11: What happens if I do not receive a training certificate?

A11: Trainees that attend the training for the entire time frame receive an email within 3 days of the training with a certificate. In that email there is a link to download their certificate. To receive a certificate, it is essential that the trainee register only themselves for the training. Below is a screenshot of the email notification that should be received upon training completion.

**Q12: Will health plans have access to a roster of information on all provider staff who have successfully completed Deerfield training for CALOCUS?**

A12: Deerfield provides a monthly training roster to the Workforce Development (WFD) Administrators. Certificates are issued to those providers that attend the training for the entire time frame. Deerfield training reports are used by health plan WFD to verify accurate reporting of training within Relias.

AHCCCS/DEERFIELD PORTAL & EHR

Q1: What is the Deerfield/AHCCCS portal and is it different from the portal I use for training?

A1: AHCCCS collaborated with Deerfield to create an online [AHCCCS portal](#) (screenshots below) for providers to use to complete the CALOCUS assessment. Providers should go to the portal via the link immediately above. Select “Click Here to Sign Up for Access” under the heading for “New Users”. Complete the New Users form with the Registration Code that was received when your organization signed up for the training. To obtain the Registration code, it is necessary to email [Matthew Monago](#) to request the registration code and complete an end-user agreement. When reaching out to Matthew, it is essential to identify your organization as an AHCCCS registered provider.

Upon signing your agreement you will receive the necessary discount code for your organization. This code should NOT be shared outside your organization or with contractors. Each organization has their own code and it is to be used only by employees of each separately registered organization. Deerfield cannot schedule your onboarding session until your account is created.

AHCCCS LOCUS is provided by the Arizona Health Care Cost Containment System.

AHCCCS LOCUS is the online version of the LOCUS® and CALOCUS® clinical assessment tools, as developed by the American Association of Community Psychiatrists (AACP).

To sign up to use the site, you will need the Registration Code you received from AHCCCS.

Returning Users	New Users
<p>Already have an account?</p> <p>➔ Click Here to Log In</p>	<p>Use your AHCCCS Registration Code to sign up for your account</p> <p>👤+ Click Here to Sign Up For Access</p>

The screenshot at the top of the following page, represents the information that shows on the screen, once the user uses the “Click Here to Sign up for Access” option (as in the “New User” screenshot above).

Get a User Name and password for access to the AHCCCS LOCUS website.

Registration Code Enter the Code You Received	Registration Code: <input type="text"/> Enter the Registration Code you received in the space above. If you did not receive a Code, contact your organization.
Choose Your ID Select your account information	User Name: <input type="text"/> Password: <input type="password"/> Verify Password: <input type="password"/>
Demographics Tell us about yourself	Full Name: <input type="text"/> <input type="text"/> <input type="text"/> <small>First Middle Last</small> Occupation: <input type="text"/> Company: <input type="text"/> Address: <input type="text"/> <input type="text"/> City, State, Zip: <input type="text"/> <input type="text"/> <input type="text"/> <small>City State/Prov Zip/Postal</small> Telephone: <input type="text"/> E-Mail: <input type="text"/> Time Zone: <input type="text" value="(UTC-07:00) Arizona"/>
Sign Up! Complete your registration	<input type="checkbox"/> Click here to indicate that you have read and agree to the License Agreement and Privacy Policy . <input type="checkbox"/> Click here to indicate that you are at least 18 years of age <div style="display: flex; justify-content: space-between;"> Sign Up Cancel Sign Up </div>

Q2: What is EHR Integration of CALOCUS?

A2: The CALOCUS can be fully integrated into the Provider EHR. Full integration will allow providers/clinicians to stay within their own EHR, resulting in ease of use and it will allow for clinical data and utilization reports to be generated within their own system. Although AHCCCS supports integration of the CALOCUS into Provider EHRs, providers may choose whether or not to integrate.

Q3: What is the process for integrating the CALOCUS into the provider's EHR?

A3: Providers should start the process by speaking with their own EHR vendor about integrating the CALOCUS into their system. The providers and/or vendors can reach out to CALOCUS contact mmonago@journeyhealth.org for technical assistance related to EHR integration. You will be provided with information on EHR integrations. Please note that EHR integrations can take several months or more to deploy depending upon your EHR's functionality and vendor resource availability. Providers need to continue to use the AHCCCS portal until the EHR certification process is complete.

Q4: What is EHR Integration of CALOCUS?

A4: The CALOCUS can be fully integrated into the Provider EHR. Full integration will allow providers/clinicians to stay within their own EHR, resulting in ease of use and it will allow for clinical data and utilization reports to be generated within their own system. Although AHCCCS supports integration of the CALOCUS into Provider EHRs, providers may choose whether or not to integrate.

Q5: Is integration required if a provider already has the forms built into their own EHR system?

A5: Provider's EHRs must complete the integration process through Deerfield prior to adding the forms to their own EHR. The CALOCUS assessment is copyrighted by Deerfield and therefore any use of the assessment in a method not certified by Deerfield is a copyright violation.

Q6: Why are my files getting denied when attempting to submit the DUGless without CALOCUS scores?

A6: A point of contact at AHCCCS for CALOCUS or DUGless challenges is Angela.Aguayo@azahcccs.gov. It may be helpful to include a screenshot of the issues when the email is sent to Angela.

Q7: Is there a paper form available for the CALOCUS?

A7: No, use of the assessment on paper is not approved by Deerfield. Providers shall use the AHCCCS portal or EHR integration for CALOCUS completion.

Q8: What if a guardian refuses to sign a release for the sharing of Part 2 data (data related to substance use)?

A8: If Part 2 data will be disclosed in the completion of the CALOCUS assessment, a release of information (ROI) is required. If a guardian refuses to sign an ROI for sharing Part 2 data, a CALOCUS assessment cannot be entered into the Deerfield portal. Document guardian's refusal in the member's chart.