

Michigan Department of Health and Human Services  
 Child and Adolescent Functional Assessment Scale (CAFAS) and  
 Preschool and Early Childhood Functional Assessment Scale (PECFAS)

**Guidance to PIHPs and CMHSPs**

March 2021

To ensure that CMHSPs and PIHPs provide for the administration of the PECFAS and CAFAS to children served in the behavioral health system, this guidance is provided to clarify requirements for the administration of the tools, the training requirements, and the MDHHS support for the administration and training in the tools. **The FAS system, operated by MHS, is to be used when scoring the PECFAS or CAFAS for each child at intake, quarterly thereafter and at exit from CMHSP.**

Issue	CAFAS	PECFAS
<b>Contract Requirements</b>	<p>In the MDHHS contract with the PIHPs/CMHSPs, the CAFAS is a required assessment tool for all children with <b>Serious Emotional Disturbance (SED)</b> in the CMHSP system, ages 7 through 17 years and/or as long as they are receiving children's services. The CAFAS is to be completed at intake, quarterly thereafter and at exit from CMHSP for children in this age range receiving behavioral health services.</p> <p>The CAFAS is used as part of the determination of functional impairment that substantially interferes with or limits the minor's role or results in impaired functioning in family, school, or community activities.</p>	<p>In the MDHHS contract with the PIHPs/CMHSPs, the PECFAS is a required assessment tool for all children with <b>Serious Emotional Disturbance (SED)</b> in the CMHSP system ages 4 through 6 years. The PECFAS is to be completed at intake, quarterly thereafter and at exit from CMHSP for children in this age range receiving behavioral health services.</p> <p>The PECFAS is used as part of the determination of functional impairment that substantially interferes with or limits the minor's role or results in impaired functioning in the family, childcare/school or community activities.</p>
Submission of CAFAS and PECFAS data to MDHHS on an annual basis is a CMHSP contract requirement.		
<b>Using CAFAS/PECFAS to assess functioning as part of eligibility and level of care determination</b>	<p>The CAFAS is used as part of the determination of functional impairment <b>of the child with SED**</b> to document that their mental health condition substantially interferes with or limits the minor's role or results in impaired functioning in family, school, or community activities. This is defined as:</p> <ul style="list-style-type: none"> <li>• A total score of 50 (using the eight subscale scores on the CAFAS, or</li> <li>• Two 20s on any of the first eight subscales of the CAFAS, or</li> <li>• One 30 on any subscale of the CAFAS, except for substance abuse only.</li> </ul> <p>The CAFAS</p> <ul style="list-style-type: none"> <li>• is used as a criteria to consider in determining the intensity of services needed, as an outcome measure (pre and</li> </ul>	<p>The PECFAS is used as part of the determination of functional impairment <b>of the child with SED**</b> to document that their mental health condition substantially interferes with or limits the minor's role or results in impaired functioning in the family, childcare/school or community activities. Specific scores have not been identified for use as part of the determination of functional impairment at this time.</p> <p>The PECFAS:</p> <ul style="list-style-type: none"> <li>• is used as a criterion to consider in determining the intensity of services needed, as an outcome measure (pre and post), as an aid to actively manage cases during a course of treatment, and for agency tracking and quality improvement.</li> <li>• measures seven subscales; School/Daycare, Home, Community, Behavior Towards Others, Moods/Emotions, Self-Harmful Behavior and Thinking/ Communication. The PECFAS also includes</li> </ul>

Issue	CAFAS	PECFAS
	<p>post), as an aid to actively manage cases during a course of treatment, and for agency tracking and quality improvement.</p> <ul style="list-style-type: none"> <li>measures eight subscales; School, Home, Community, Behavior Towards Others, Moods/Emotions, Self-Harmful Behavior, Substance Use and Thinking/ Communication. The CAFAS also includes Caregiver Resources Scale which is not included in the total score.*</li> </ul>	<p>Caregiver Resources Scale which is not included in the total score.*</p> <p>For young children, ages 3-4, that are involved in the SED Waiver and Wraparound, the PECFAS is required.</p>
	<p>* A comprehensive psychosocial assessment identifies the parent, family and caregiver’s strengths and needs which informs the treatment plan. Utilization of the Caregiver Resources Scale is not required nor are the scores reported to the Department.</p>	
	<p>** Information on Eligibility Criteria for children with serious emotional disturbance is outlined in the <u>Medicaid Managed Specialty Supports and Services Concurrent 1915(b)/(c) Waiver Program FY18- P.4.7.4 Technical Requirement for SED Children and MDHHS/CMHSP Managed Mental Health Supports and Services Contract: FY18- C 4.7.2 Technical Requirement for SED Children</u></p>	
	<p>Please Note: <b>Do not use the CAFAS and PECFAS to assess children with I/DD</b> and do not use the online PECFAS/CAFAS system to enter data on these children.</p>	
<p><b>Using the LOCUS and CAFAS for youth, ages 18-21</b></p>	<p>For children/youth receiving Children’s Services in the CMHSP system, the CAFAS needs to be completed at intake, quarterly and at exit up to age 21. If the youth, aged 18-21 years, is also receiving CMHSP Adult Services the LOCUS should be completed by their Adult Services provider.</p>	
<p><b>Transitioning from PECFAS to CAFAS</b></p>	<p>When transitioning from the PECFAS to the CAFAS during a treatment episode because the child will be continuing to receive services past the age of 7, it is <u>recommended</u> that an exit PECFAS and an initial CAFAS be completed as close as possible to the child’s seventh birthday. If both an initial and exit score is not entered for either or both tools (as applicable) for a child, data is not captured for that child in state aggregate reports.</p>	
<p><b>Evidence Based Practice-Treatment Labeling (EBPs)</b></p>	<p>The Evidence Based Treatment labels has been updated (Spring 2020). Please use the labels to identify what treatments are being used with each child rated. Please note that clinicians being trained or certified in the following treatments are to use the labeling provided.</p> <ul style="list-style-type: none"> <li><i>Parent Management Training-Oregon (PMTO), Parenting Through Change (PTC) and Parenting Through Change Reunification (PTC)</i>--All non-certified and certified PMTO/PTC/PTC-R clinicians must label the CAFAS and PECFAS pre- and post-intervention for all children/youth receiving PMTO (individual) or PTC/PTC-R (group).</li> <li><i>Trauma Focused Cognitive Behavioral Therapy (TFCBT) and Trauma Assessment</i>--All clinical supervisors and clinicians providing trauma assessment and TFCBT (during the Learning Collaborative/training, after completion of the training) are to use the TFCBT label on the web-based application.</li> </ul> <p>Please note: <i>Children/youth receiving the DHHS Incentive Payment (DHIP) are labeled by the designated person after payment.</i></p>	
<p><b>PIHP/CMHSP Responsibilities</b></p>	<p>PIHPs/CMHSPs are expected to establish and/or maintain access to CAFAS and PECFAS trainers (employ them or contract with trainers) to ensure that their children’s staff have access to CAFAS and PECFAS Rater Trainings and Rater Boosters. All CAFAS and PECFAS training and booster records for raters and trainers must be maintained by the CMHSP/PIHP.</p>	

Issue	CAFAS	PECFAS
<b>Training Requirements</b>	<p><b>Initial Rater Reliability for CAFAS and for PECFAS:</b> Rater reliability training is required for all child mental health professionals providing assessment and treatment to children/youth beginning at four years of age. CAFAS or PECFAS raters must attend rater reliability training and pass the reliability test in order to become a reliable rater of CAFAS and/or PECFAS. <u>The Multi-Health Systems online CAFAS training may be used to enhance the face-to-face training but is not a substitute for face-to-face rater training.</u></p> <p><b>Booster for Raters</b> Raters must maintain their reliability every two years by completing a booster training for CAFAS and/or PECFAS.</p> <p><b>CAFAS or PECFAS Train the Trainers and Boosters for Trainers</b> MDHHS and MHS have an agreement that allows Michigan to continue to train trainers and raters in both tools. All training materials for the CAFAS and PECFAS are to display the following language, on every slide:</p> <p><i>Copyright ©2006. Multi-Health Systems Inc. All rights reserved. Not to be translated or reproduced in whole or in part, stored in a retrieval system, or transmitted in any form or by any means, photocopying, mechanical, electronic, recording or otherwise, without prior permission in writing from Multi-Health Systems Inc. Applications for written permission should be directed in writing to Multi-Health Systems Inc. at 3770 Victoria Park Avenue, Toronto, Ontario M2H 3M6, Canada.</i></p> <p>In order to be considered a <b>trainer of either/both the CAFAS and/or PECFAS</b>; a person must have attended the two-day rater training for the tool, plus the two-day training of trainers for the tool. Trainers are then required to attend a trainer booster every two years.</p>	
<b>Multi-Health Systems, Inc. (MHS)</b>	<p>The Functional Assessment Systems (FAS) website is owned and maintained by MHS (<a href="http://www.fasoutcomes.com">www.fasoutcomes.com</a>). Manuals and other materials are available for purchase via the MHS website, <a href="http://www.mhs.com">www.mhs.com</a>.</p> <p>If you are having problems with downloading the CAFAS or PECFAS annual report, please contact MHS via their website, <a href="https://mhs.com/contact-us/">https://mhs.com/contact-us/</a>.</p> <p><b>PLEASE NOTE:</b> MHS, Inc. has guidance on their website regarding training, booster for raters. Their guidance is not reflective of the Department's guidance. Please see MDHHS's requirements for rater training and boosters (Training Requirements, above).</p>	
<b>MDHHS Support</b>	<p><b>Licensing Fee</b> MDHHS pays the licensing fee for the use of the web-based PECFAS and CAFAS (and Caregiver Wish List) for Michigan's CMHSPs and their provider agencies through a contract with Multi-Health Systems Inc. (MHS). Additional "basic web services" may be purchased by sites but "fully integrated web services" are not available to Michigan sites because it prevents data from being included in the statewide aggregate data.</p> <p><b>Training</b> MDHHS will continue to provide CAFAS and PECFAS Train the Trainer trainings and CAFAS and PECFAS Trainer Boosters through the Community Mental Health Association of Michigan (CMHAM). Please go to the CMHAM's website for training details and registration, <a href="http://www.cmham.org">www.cmham.org</a>.</p>	
<b>Questions</b>	<p>Mary Ludtke, MA, Innovative Services Section, Division of Mental Health Services to Children and Families, MDHHS T: (517) 241-5769; E: <a href="mailto:Ludtkem@michigan.gov">Ludtkem@michigan.gov</a></p>	