

ENTRANCE ASSESSMENT

From the Program Enrollment Summary Screen:

1. An assessment is done for each member of the household who is enrolled in a Continuum of Care program. This includes the children in the household as well as the adults.
2. Complete the assessment by clicking on the **New** button under Assessments. Complete an assessment for each household member that is enrolled in your program.
3. Click on the drop down for the dates and select the assessment for each household member.
4. Then Click on the **Update** button.
5. Now your assessment is identified as the entrance assessment. You can tell because the date of the assessment is displayed in the program enrollment summary under "Entrance Assessment".

Step 1- Click on NEW button

Program Enrollment Summary

Program Name: CCS-ODCM-LAN-OPEN DOORS
Enrollment Date: 06-07-2006

Client's name= Client Transaction Summary Screen
 Enrolled Date= Program Enrollment Edit Screen
 End Date= Program Exit Edit Screen
 Entrance and Exit Assessment= Assessment Edit Screen

Client	Program Enrolled Date	Program End Date	Entrance Assessment	Exit Assessment
POLLY PUREBRED	06-07-2006	<input type="button" value="Exit"/>		

Assessments

Client's Name= Client View Screen
 Entrance Assessments have a minimum date of 90 days before and after program enrollment
 Exit Assessments have a minimum date of 1 day after Entrance Assessment date

Client	Entrance Assessment		Exit Assessment	
	Existing Dates	Update	Existing Dates	Update
POLLY PUREBRED	<input type="button" value="New"/> <input type="button" value="v"/>	<input type="checkbox"/>	<input type="button" value="v"/>	<input type="checkbox"/>
		<input type="button" value="Update"/>		<input type="button" value="Update"/>

Step 2- Select assessment from drop down field

Assessments

Client's Name= Client View Screen
 Entrance Assessments have a minimum date of 90 days before and after program enrollment
 Exit Assessments have a minimum date of 1 day after Entrance Assessment date

Client	Entrance Assessment		Exit Assessment	
	Existing Dates	Update	Existing Dates	Update
POLLY PUREBRED	<input type="button" value="New"/> <input type="button" value="v"/>	<input type="checkbox"/>	<input type="button" value="v"/>	<input type="checkbox"/>
	06-07-2006 LNS@LCHHS			<input type="button" value="Update"/>

Step 3- Click UPDATE button

Assessments

Client's Name= Client View Screen
 Entrance Assessments have a minimum date of 90 days before and after program enrollment
 Exit Assessments have a minimum date of 1 day after Entrance Assessment date

Client	Entrance Assessment		Exit Assessment	
	Existing Dates	Update	Existing Dates	Update
POLLY PUREBRED	<input type="button" value="New"/> 06-07-2006 LNS@LCHHS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="button" value="Update"/>		<input type="button" value="Update"/>	

Step 4- You're good to go if you see the date under the ENTRANCE ASSESSMENT

Program Enrollment Summary

Program Name: CCS-ODCM-LAN-OPEN DOORS
Enrollment Date: 06-07-2006

Client's name= Client Transaction Summary Screen
Enrolled Date= Program Enrollment Edit Screen
End Date= Program Exit Edit Screen
Entrance and Exit Assessment= Assessment Edit Screen

Client	Program Enrolled Date	Program End Date	Entrance Assessment	Exit Assessment
POLLY PUREBRED	06-07-2006	<input type="button" value="Exit"/>	06-07-2006	

Current Continuum of Care APCs (Programs) in OPUS.

- CCS-YPP/SHP-LAN-YOUTH/YOUNG PARENTS COC
- CCS-OPENDOORS-LAN-OPENDOORS
- CCS-LATINO HOUSING-LAN-LATINO HSNB
- CCS-HSG SCHOLAR-LAN-HOUSING SCHOLARSHIP COC
- LG-YPP/SHP-LAN-YOUTH/YOUNG PARENTS COC
- LG-SAFEHOMES-LAN-SAFE HOMES FOR YOUTH COC
- MHI-HOMESPACE-LAN-HOMESPACE COC
- ODHS-PH-HOPE-LAN-HSNB OPPS W HOPE
- ODHS-PH-LC SHELTER+CARE-LAN-LC S+C
- SC-ROYAL SAFEHAVEN-LAN-SAFEHAVEN
- SC-FHP ES FAMILIES-LAN-FHP ES FAMILIES COC
- SC-OPENDOORS-LAN-OPENDOORS
- SC-SHANKLE S.H.-LAN-SHANKLE SAFEHAVEN
- SC-LC SHELTER+CARE-LAN-LC S+C
- SVDP-VET LIFT I-LAN-VET LIFT I
- SVDP-LC SHELTER+CARE-LAN-LC S+C
- SVDP-LIFT-LAN-LIFT COC
- SVDP-CONNECTIONS-LAN-COC CONNECTIONS
- WB-CHA-LAN-CHRONIC HOMELESSNESS
- WS-OPENDOORS-LAN-OPENDOORS

Technical Support for the Entrance Assessment:

- Lisë Stuart at 682-3379
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Data for the Assessment:

<u>Client Type</u> <ul style="list-style-type: none"> ▪ Adult ▪ Child ▪ Caregiver ▪ Unaccompanied Youth 			
Special Needs or Disabling Conditions			
<input type="checkbox"/> Chronic Homeless <input type="checkbox"/> Physical Disability <input type="checkbox"/> Developmental Disability <input type="checkbox"/> HIV/AIDS <input type="checkbox"/> Mental Health <input type="checkbox"/> Long Term Mental Health		<input type="checkbox"/> Substance Abuse <ul style="list-style-type: none"> ▪ Alcohol ▪ Drug ▪ Dually Diagnosed <input type="checkbox"/> Long Term Substance Abuse (LTSA)	
<input type="checkbox"/> Domestic Violence (DV) <u>Date of last occurrence</u> <ul style="list-style-type: none"> ▪ Within Past 3 months ▪ Three to Six months ago ▪ Six to Twelve months ago ▪ More than a year ago ▪ Don't Know ▪ Refused 			
Employment		Health	
<input type="checkbox"/> Employed Hours worked per week ____ <input type="checkbox"/> Looking for Employment		<u>Tenure</u> <ul style="list-style-type: none"> ▪ Permanent ▪ Temporary ▪ Seasonal 	
		<u>Health Status</u> <ul style="list-style-type: none"> ▪ Excellent ▪ Very Good ▪ Good ▪ Fair ▪ Poor ▪ Don't Know 	
		<input type="checkbox"/> Pregnant Due Date: _____	
Education/Skills (for ADULTS)		Child Education	
<input type="checkbox"/> Currently Enrolled <input type="checkbox"/> Received Vocation / Apprenticeship <u>Highest Level Completed</u> <ul style="list-style-type: none"> ▪ None ▪ Nursery to 4th grade ▪ 5th or 6th grade ▪ 7th or 8th grade ▪ 9th grade ▪ 10th grade ▪ 11th grade ▪ 12th grade no diploma ▪ High School diploma/ GED ▪ Post-secondary 		<u>Post High School Degree</u> <ul style="list-style-type: none"> ▪ None ▪ Associates ▪ Bachelors ▪ Masters ▪ Doctorate ▪ Other Graduate/ Professional 	
		<input type="checkbox"/> Enrolled School Name: _____ <input type="checkbox"/> Public <input type="checkbox"/> Private	
		<input type="checkbox"/> Not Enrolled Last Enrollment Date _____ <u>Enrollment Problems</u> <ul style="list-style-type: none"> ▪ Availability of School Records ▪ Birth Certificates ▪ Immunization Requirements ▪ Lack of Available Preschool Program ▪ Legal Guardianship Requirements ▪ None ▪ Other ▪ Physical Examination Record ▪ Residency Requirements ▪ Transportation 	
Military Service			
<u>Veteran Service Era</u> <ul style="list-style-type: none"> ▪ Between Korean & Vietnam War (Feb 1955 - July 1964) ▪ Between WWI & WWII (Dec 1918 - August 1940) ▪ Between WWII & Korean War (Aug 1947 - May 1950) ▪ Korean War (June 1950 - January 1955) ▪ Persian Gulf Era (August 1991 - Present) ▪ Post Vietnam Era (May 1975 - July 1991) ▪ Vietnam Era (August 1964 - April 1975) ▪ World War I (April 1917 - November 1918) ▪ World War II (September 1940 - July 1947) Months of Active Duty ____ <input type="checkbox"/> Received Fire		<u>Military Branch</u> <ul style="list-style-type: none"> ▪ Air Force ▪ Army ▪ Marines ▪ Navy ▪ Other <u>Discharge Status</u> <ul style="list-style-type: none"> ▪ Bad Conduct ▪ Dishonorable ▪ General ▪ Honorable ▪ Medical ▪ Other 	
		<input type="checkbox"/> Served in War Zone <u>Name of War Zone</u> <ul style="list-style-type: none"> ▪ China, Burma, India ▪ Europe ▪ Korea ▪ Laos and Cambodia ▪ North Africa ▪ Other ▪ Persian Gulf ▪ South China Sea ▪ South Pacific ▪ Vietnam Months in War Zone ____	