



**California Outcomes Measurement System Treatment
(CalOMS Tx)**

WBT User Guide

CalOMS Tx Web-Based Training (WBT) Guide

California Department of Alcohol and Drug Programs

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WELCOME MESSAGE FROM THE DIRECTOR

Welcome to the California Outcomes Measurement System Treatment (CalOMS Tx) Web Based Training (WBT).

In January 2006, the California Department of Alcohol and Drug Programs (ADP) implemented the new CalOMS Tx statewide alcohol and other drug data collection and management system. The data submitted to CalOMS will help build a comprehensive picture of how clients function in the areas of: alcohol and drug use, legal, employment/education, family/social, physical and psychological problems. The data that counties and providers collect and submit will play a critical role in contributing to the improvement of substance abuse treatment programs. In addition to telling the story of substance abuse and recovery in California, the CalOMS Tx system provides performance measurement information for the federally required reporting of National Outcome Measures (NOMS).

This training is intended to be convenient and to expedite the learning experience while providing and understanding to successfully collect and submit CalOMS Tx data. We are excited about using web technology as a “24/7” on-demand teaching platform for all California counties and providers. Access to this training is available through your county.

We encourage your feedback and hope our online training supports your quest for useful and empowering information.

Best Regards,

Renée Zito, LMSW, CASAC
Director

Part 1: Getting Started

About This User Guide

This guide provides you with step-by-step instructions on how to use the California Outcomes Measurement System – Treatment (CalOMS Tx) Web-based Training (WBT). It provides instruction for California counties, state-contracted providers and ADP users. The guide is broken into sections by functionality.

The Welcome page is displayed in **Figure 1**.

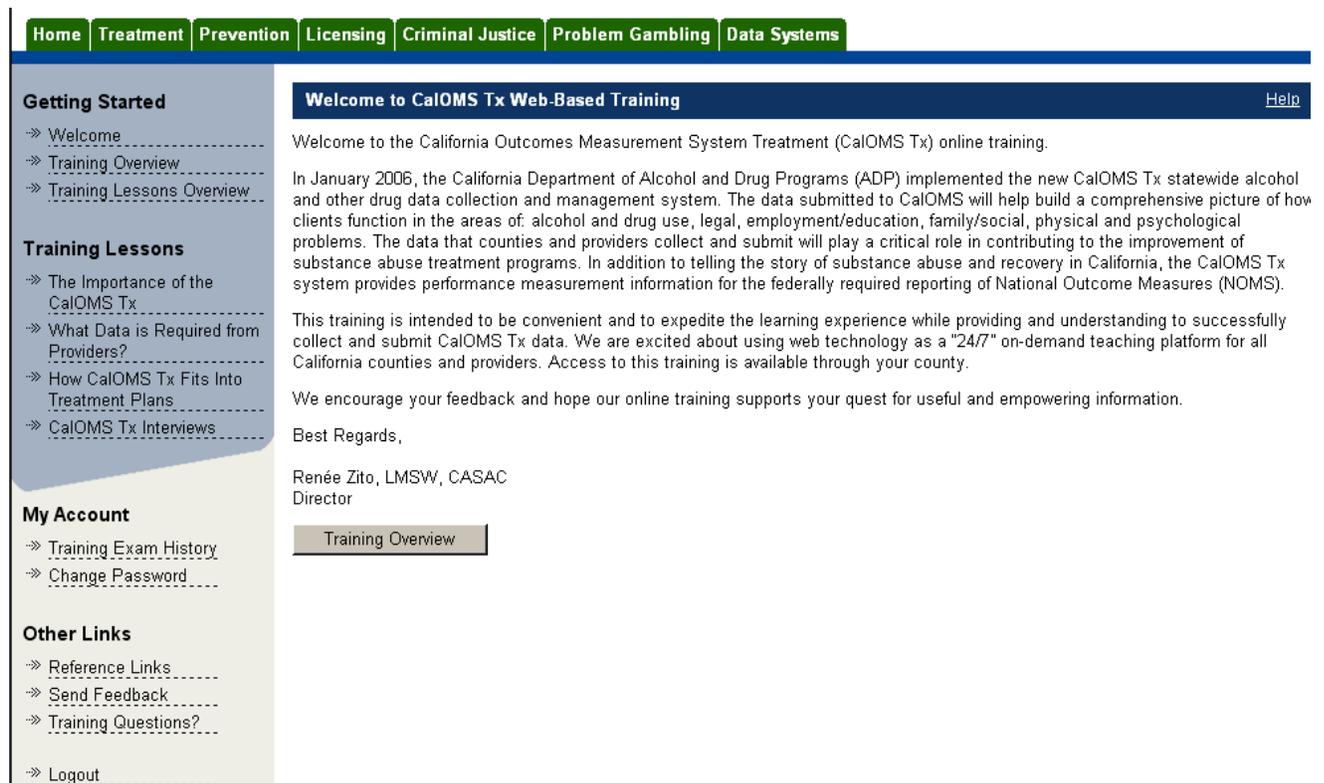


Figure 1: CalOMS Tx WBT Welcome Screen

Accessing CalOMS Tx Web-Based Training

CalOMS Tx WBT is a web-based training system accessed through the ADP main website. To access CalOMS Tx web-based training, locate the system on the website by accessing the ADP home page then highlighting the county or providers tab,

Or enter the web address: <http://appstest.adpca.gov/calomswbt>.

Training Overview

To access the Training Overview screen, click on the **Training Overview** button which is located at the bottom of the Welcome screen (see figure 1) or click on the **Training Overview** link on the left navigation bar.

The **Training Overview** screen describes the overall purpose and description of this web-based training site as well as specific instructions for using and accessing the site.

Once you have read the instructions on the **Training Overview** screen click on the **Get Started** button (see the red circle in **Figure 2**) to start the lesson.

Getting Started

- »» [Welcome](#)
- »» [Training Overview](#)
- »» [Training Lessons Overview](#)

Training Lessons

- »» [The Importance of the CalOMS Tx](#)
- »» [What Data is Required from Providers?](#)
- »» [How CalOMS Tx Fits Into Treatment Plans](#)
- »» [CalOMS Tx Interviews](#)

Other Links

- »» [Reference Links](#)
- »» [Send Feedback](#)
- »» [Training Questions?](#)
- »» [Logout](#)

Training Overview [Help](#)

This online training is provided to all California counties and providers who must submit California Outcomes Measurement Treatment (CalOMS Tx) data as a condition of their funding or of regulations. This training teaches how to successfully collect, submit and review data sent to the CalOMS Tx system - from interviewing a client to generating a report. Links to useful documents from ADP's website that explaining the details of CalOMS Tx are included.

All lessons are independent from each other and can be taken in any order that the user feels appropriate. Each lesson is divided into multiple chapters with a non-graded quiz at the end of each chapter. At the end of each lesson, there is a graded exam with a certificate available for printing upon successful completion of the lesson. An exam may be taken as many times as necessary to pass.

Registration for the online training is required through county alcohol and other drug offices. To begin using this online training you must be registered and have a password. Please call your county alcohol and other drug office to receive both. State Contracted Providers, can call the CalOMS Tx Help phone line (877) 517-3329 or email calomshelp@adp.ca.gov for assistance.

Get Started

Figure 2: Training Overview Screen

Getting Help

In order to use this online training tool you must be registered and have a password. To register and receive your username and password see the contact list below:

- If you are a County-Contracted Provider, contact your county.
- If you are a County or State-Contracted Provider contact the CalOMS Tx Help Desk at 877-517-3329 or send email to calomshelp@adp.ca.gov.
- If you are a State of California Alcohol and Drug Program (ADP) employee contact at the ADP Help Desk at 916-327-3010.

Part 2: Logging In

Training Lessons Overview

Click on the **Get Started** button (see figure 2) and the **Login** screen will appear (see **Figure 3**).

You must enter a **User Name and Password**, and then click on the **Submit** button to access the system. The Training Lessons Overview screen will then appear as seen in figure 4. You can also access the Training Lessons Overview screen when you click on the **Training Lesson Overview** link located on the left navigation bar.

If you do not have a User Name or Password, see the Getting Help Section located on page 5 of this guide.

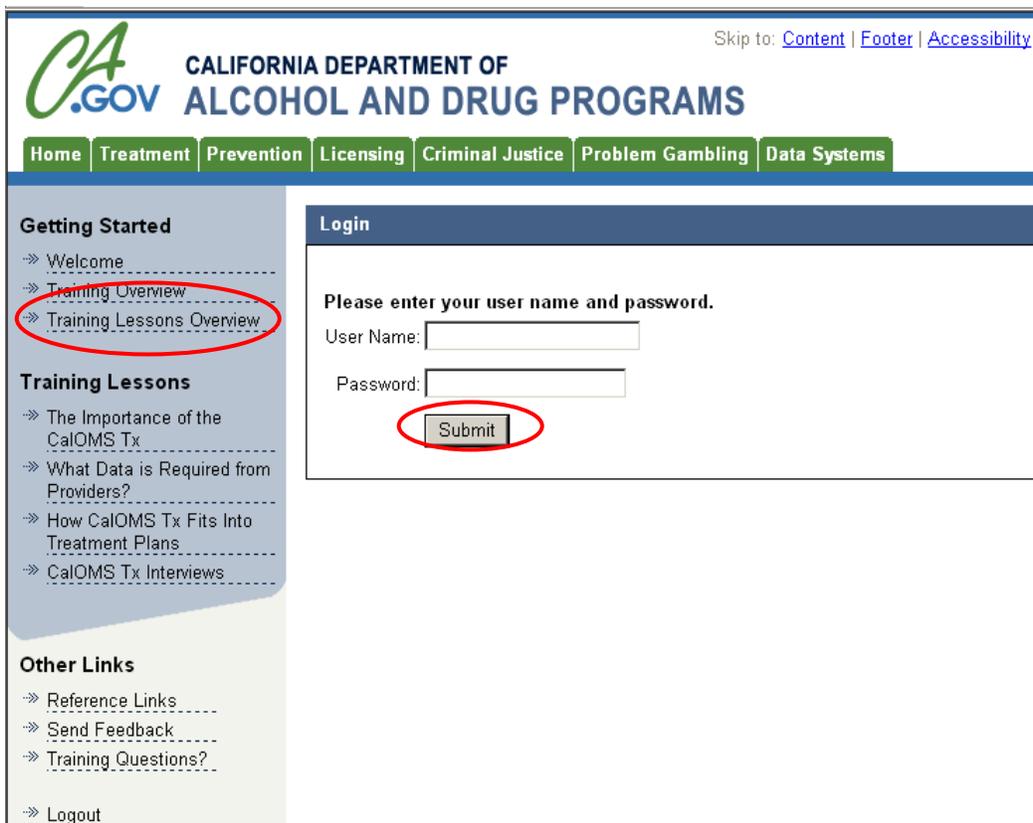


Figure 3: Login Screen

The **Training Lesson Overview** screen lists a brief summary of the lesson contents for each training lesson. To start a lesson click on the link of the desired lesson to be directed to that lesson’s **Introduction** screen. The links to the lessons are listed both on the **Training Lessons Overview** screen and on the left navigation bar (see the red circles in figure 4).

The screenshot displays the 'Training Lessons Overview' interface. On the left, a navigation sidebar lists categories: 'Getting Started' (with links to Welcome, Training Overview, and Training Lessons Overview), 'Training Lessons' (with links to The Importance of the CalOMS Tx, What Data is Required from Providers?, How CalOMS Tx Fits Into Treatment Plans, and CalOMS Tx Interviews), 'User Management' (with a link to Manage Users), 'My Account' (with links to Training Exam History and Change Password), and 'Other Links' (with links to Reference Links, Send Feedback, Training Questions?, and Logout). The main content area is titled 'Training Lessons Overview' and features a 'Help' link. The first lesson, 'The Importance of the CalOMS Tx', is highlighted with a red circle. Its description states: 'This lesson was designed to provide an understanding of the history, purpose, and development of the CalOMS Tx. It defines the importance of accurate client treatment outcome data, the critical role of counties and state-contracted providers in collecting and submitting client treatment data, and how the data can be of direct benefit to their programs. div>'. Below this are links to 'What Data is Required from Providers?' and 'How CalOMS Tx Fits Into Treatment Plans'. The second lesson, 'What Data is Required from Providers?', is also highlighted with a red circle. Its description states: 'This lesson provides an explanation of the CalOMS Tx data collection and reporting requirements. It explains who needs to report data and why, data collection and reporting standards, and available reporting tools helpful in determining data completeness, timeliness, and accuracy. It also provides procedures developed by The Department of Alcohol and Drug Programs (ADP) for handling non-compliance reporting.'. Below this is a link to 'How CalOMS Tx Fits Into Treatment Plans'. The third lesson, 'How CalOMS Tx Fits Into Treatment Plans', is highlighted with a red circle. Its description states: 'This lesson provides an overview of the CalOMS Tx and why it is important to the delivery of alcohol and other drug (AOD) treatment services in California. It explains data collection points and why they exist, provides guidelines for collecting and reporting CalOMS Tx data at admission, discharge, and annual update. It also defines ?service sets? and ?treatment episodes.?'. Below this is a link to 'CalOMS Tx Interviews'. The fourth lesson, 'CalOMS Tx Interviews', is highlighted with a red circle. Its description states: 'This lesson reviews the CalOMS Tx client interview techniques that are effective in acquiring accurate information, encouraging a therapeutic bond with the client, and ensuring confidentiality and data security. It further explains each step of the CalOMS Tx interview process and the importance of using standard keywords and phrasing to ensure reliability of data.'.

Figure 4: Training Lesson Overview Screen

Part 3: Training Lessons

Lesson 1 - The Importance of the CalOMS Tx

Click on **The Importance of the CalOMS Tx** to go to the Training Lesson screen, displayed in **Figure 5**.

Click on the **Start Lesson** button to go to the first chapter within the lesson.

Click on the **Table of Contents** button on the lesson's introduction screen to go to the Table of Contents screen displayed in **Figure 6**. This screen lists all the chapters within the lesson.

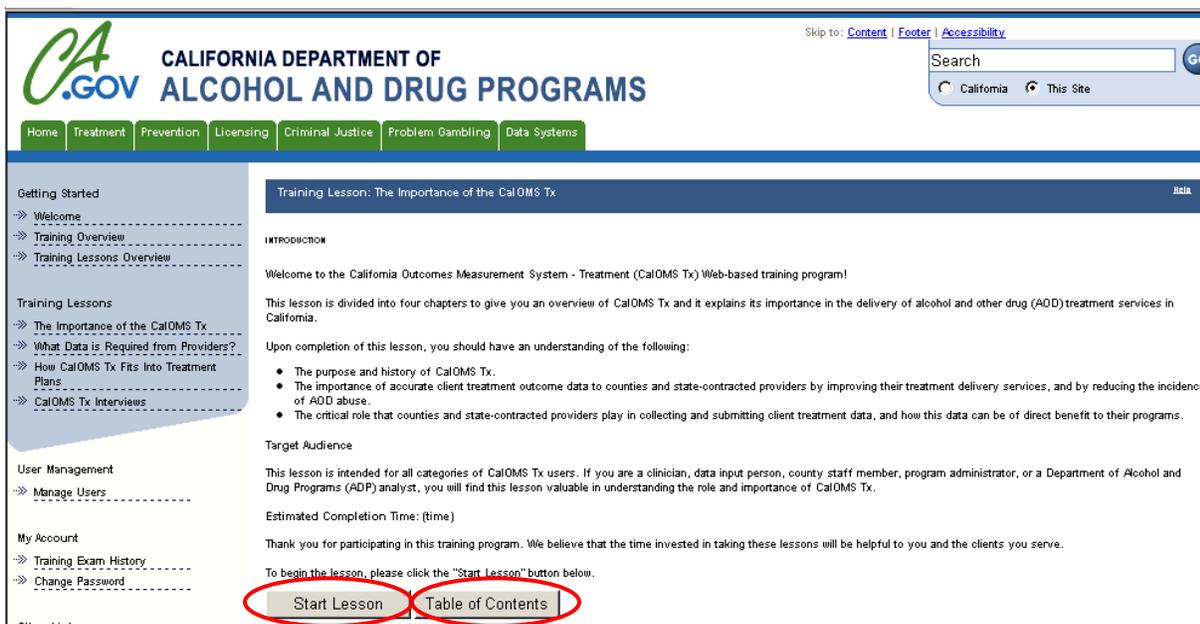


Figure 5

Table of Contents

Click on the **Table of Contents** button to go to the following screen (**Figure 6**) where you can jump to any of the chapters within the lesson. You have the option to go to the **Summary of Key Learning Points** screen as well as the **Take Exam** screen.

The screenshot shows the California Department of Alcohol and Drug Programs website. The main navigation bar includes links for Home, Treatment, Prevention, Licensing, Criminal Justice, Problem Gambling, and Data Systems. The current page is titled "Training Lesson: The Importance of the CalOMS Tx" and features a "Table of Contents" section. This section lists four chapters and one lesson, each with a brief description and a list of key questions it addresses. The "Table of Contents" button is highlighted in the left sidebar.

Getting Started

- Welcome
- Training Overview
- Training Lessons Overview

Training Lessons

- The Importance of the CalOMS Tx
- What Data is Required from Providers?
- How CalOMS Tx Fits Into Treatment Plans
- CalOMS Tx Interviews

User Management

- Manage Users

My Account

- Training Exam History
- Change Password

Other Links

- Reference Links
- Send Feedback
- Training Questions?
- Logout

Table of Contents

CHAPTER 1: Overview of CalOMS Tx

This chapter provides an overview of the CalOMS Tx. It answers the following questions:

- What is CalOMS Tx?
- What is an outcomes measurement system?
- Why does ADP collect, report and analyze treatment data?

CHAPTER 2: Importance of Quality Data

This chapter describes how quality data reporting can help ensure funding is maintained. It answers the following questions:

- What is the relationship between data submission and the funding your program receives?
- What are the Data Compliance Standards?
- How can counties ensure consistent Substance Abuse Crime Prevention Act (SACPA) allocations?
- What about all other allocation levels?
- What is the relationship between quality data and service delivery?
- What CalOMS Tx data can be used to analyze service delivery?

CHAPTER 3: CalOMS Tx Data Collection and Submission Requirements

This chapter explains the CalOMS Tx Data Collection and Submission Requirements. It answers the following questions:

- What is the data set collected through the California Outcomes Measurement System (CalOMS Tx)?
- How is treatment data used by the Substance Abuse and Mental Health Services Administration (SAMHSA)?
- What is the Treatment Episode Data Set (TEDS) and how is it tied to federal funding?
- What are the National Outcome Measures (NOMS) and how are they tied to federal funding?

CHAPTER 4: Assistance Tools for CalOMS Tx Data Collection and Reporting

This chapter documents available assistance tools for CalOMS Tx data collection and report. It answers the following questions:

- What tools are available in CalOMS Tx to assist with data collection and reporting?
- Where are CalOMS Tx data collection and reporting tools located?

LESSON 1: Summary of Key Learning Points

Lesson Exam

At the bottom of the page, there are links for "Back to Top" and "Contact Us".

Figure 6

Start Lesson

Chapter 1 – Overview of CalOMS Tx

Click on the **Start Lesson** button to go to the following screen:

The screenshot shows the CalOMS Tx web-based training interface. At the top, there is a search bar and navigation links for 'Content', 'Footer', and 'Accessibility'. The main header includes the California Department of Alcohol and Drug Programs logo and a navigation menu with options like 'Home', 'Treatment', 'Prevention', 'Licensing', 'Criminal Justice', 'Problem Gambling', and 'Data Systems'. The current page is titled 'Training Lesson: The Importance of the CalOMS Tx'. The main content area is titled 'CHAPTER 1: Overview of CalOMS Tx' and contains the text 'What is the California Outcomes Measurement System - Treatment (CaIOMS Tx)?'. The text describes the vision for CalOMS Tx, the role of the Department of Alcohol and Drug Programs (ADP), and the responsibilities of county and state-contracted providers. A sidebar on the left contains navigation links for 'Getting Started', 'Training Lessons', 'User Management', 'My Account', and 'Other Links'. At the bottom of the page, there are buttons for 'Exit', 'TOC', 'Print', 'Previous', and 'Next'.

Exit- click on this button to exit out of the Chapter and return to the Training Lesson Overview screen.

TOC- click on this button to go to the Table of Contents screen. This screen lists all the chapters for each lesson.

Print- click on this button to print the current content.

Previous- click on this button to go back to the previous screen in the current chapter.

Next- click on this button to move to the next screen in the current chapter.

Click on the **Next** button to go to the following screen:

The screenshot shows the California Department of Alcohol and Drug Programs (ADP) website. The main content area is titled "Training Lesson: The Importance of the CalOMS Tx" and "CHAPTER 1: Overview of CalOMS Tx". The sub-heading is "What is an outcomes measurement system?".

What is an outcomes measurement system?

In order to understand CalOMS Tx data collection, it is important to understand what an "outcome" is within an AOD treatment environment. An outcome is information or data collected at two points-in-time and then compared. In CalOMS Tx, client information is collected when they enter treatment and again when they leave treatment. Then information from both points-in-time is compared. For clients in long-term treatment we also collect information at annual updates which occur one year after entering treatment.

Examples of outcome data are:

- A client enters treatment (admission) and is not employed; therefore, in the past 30 days "0" (zero) days of employment are reported.
- The client leaves treatment (discharge) and is employed part-time and worked 18 days; therefore, in the past 30 days 18 days of employment are reported.

When the example admission and discharge are compared, this client shows an increase - a positive outcome - in the area of employment.

ADP tracks outcome results, in seven life areas or **domains**, from each client that enters treatment. The seven domains are:

1. Alcohol use
2. Drug use
3. Employment / Education
4. Legal / Criminal Justice
5. Medical / Physical
6. Psychological
7. Family / Social

Besides fulfilling reporting requirements, ADP, counties and state-contracted providers use outcome data to identify what domains are working well for AOD clients and those that are not. With this knowledge, programs can be designed to address client needs. Therefore, collecting outcome data can facilitate the improvement of service delivery.

For example, after analyzing their outcomes, a program may realize that many of their clients remain homeless after treatment; therefore, they decide to identify housing resources within their community and add a housing component to their discharge planning.

An outcomes measurement system is an invaluable tool for continuous quality improvement and, as such, will positively impact the lives of AOD service clients, their families, communities, public health and social service systems.

Navigation buttons at the bottom include: Exit, TOC, Print, Previous, Next. The page indicator shows "Chapter 1 of 5, page 2 of 7".

Click on the **Next** button to go to the following screen:

The screenshot shows the California Department of Alcohol and Drug Programs (ADP) website. The main content area is titled "Training Lesson: The Importance of the CalOMS Tx" and "CHAPTER 1: Overview of CalOMS Tx". The sub-heading is "Why does the Department of Alcohol and Drug Programs (ADP) collect, report, and analyze treatment data?".

Why does the Department of Alcohol and Drug Programs (ADP) collect, report, and analyze treatment data?

As previously stated, ADP is the only California agency authorized to receive and distribute state and federal funding to provide AOD prevention and treatment services to the citizens of California. Some of the funding distributed by ADP to counties and state-contracted providers includes:

- Drug Medi-Cal (DMC)
- State General Fund
- Offender Treatment Program (OTP)
- Substance Abuse and Crime Prevention Act (SACPA)
- Substance Abuse Prevention and Treatment (SAPT) Block Grant

In order to ensure continued funding, from the federal government, states are required to report the status of client "outcomes" to the federal government. In turn, to receive funding from ADP, California counties and their contracted providers, along with state-contracted providers, are required to collect and submit client data electronically to ADP monthly.

The data collected by counties and state-contracted providers is also used to understand client needs and improve service delivery. Gathering information about clients and the services they receive allows ADP, counties, and state-contracted providers to better understand client needs and identify ways to improve treatment.

Navigation buttons at the bottom include: Exit, TOC, Print, Previous, Next. The page indicator shows "Chapter 1 of 5, page 3 of 7".

Summary of Key Learning Points

Click on the **Next** button and see the following screen:

The screenshot shows the California Department of Alcohol and Drug Programs (ADP) website. The header includes the logo, navigation menu (Home, Treatment, Prevention, Licensing, Criminal Justice, Problem Gambling, Data Systems), and a search bar. The main content area is titled "Training Lesson: The Importance of the CalOMS Tx" and "CHAPTER 1: Overview of CalOMS Tx". Under "Summary of Key Learning Points", it states: "This chapter provided an explanation of CalOMS Tx. You should have an understanding of the following:" followed by a bulleted list of key points regarding ADP's role, reporting requirements, and data collection. At the bottom of the content area, there are navigation buttons: "Exit", "TOC", "Print", "Previous", and "Next". The page indicator shows "Chapter 1 of 5, page 4 of 7".

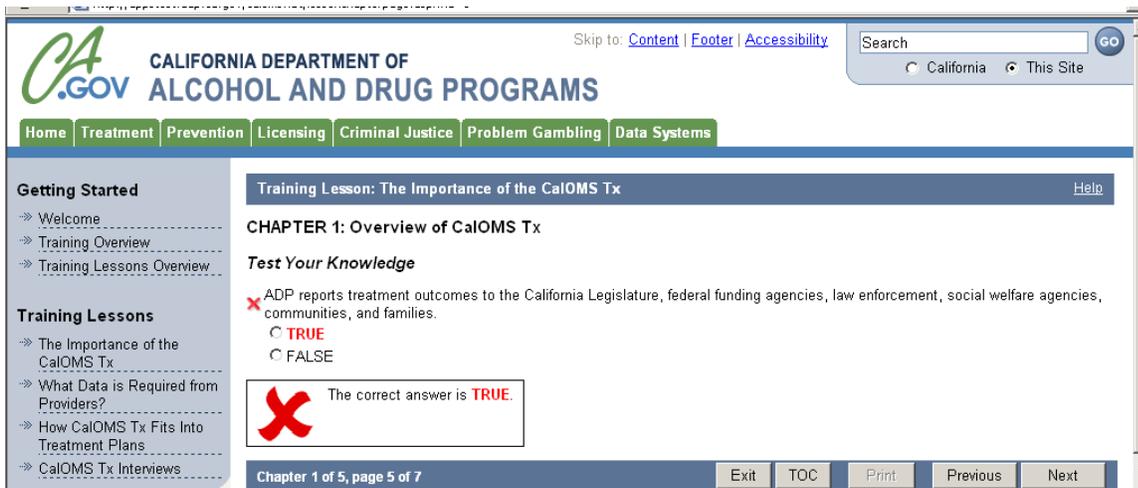
Test your Knowledge

Once you click on the **Next** button, you will be taken to the **Test Your Knowledge** screen.

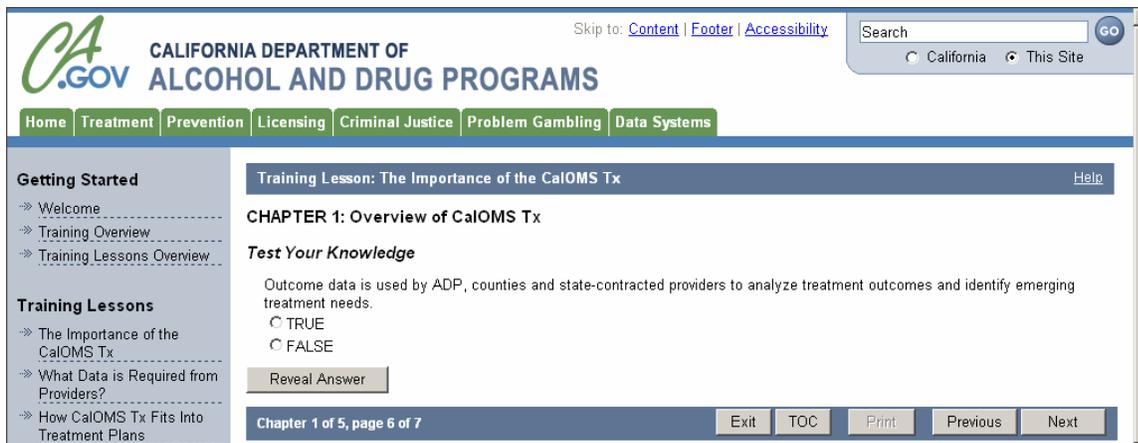
Click on the **Reveal Answer** button to check the submitted answer to the question.

The screenshot shows the same website but at a different page, "CHAPTER 1: Overview of CalOMS Tx", page 5 of 7. The "Test Your Knowledge" section contains a question: "ADP reports treatment outcomes to the California Legislature, federal funding agencies, law enforcement, social welfare agencies, communities, and families." with radio button options for "TRUE" and "FALSE". A "Reveal Answer" button is highlighted with a red circle. The navigation buttons at the bottom are "Exit", "TOC", "Print", "Previous", and "Next". The page indicator shows "Chapter 1 of 5, page 5 of 7".

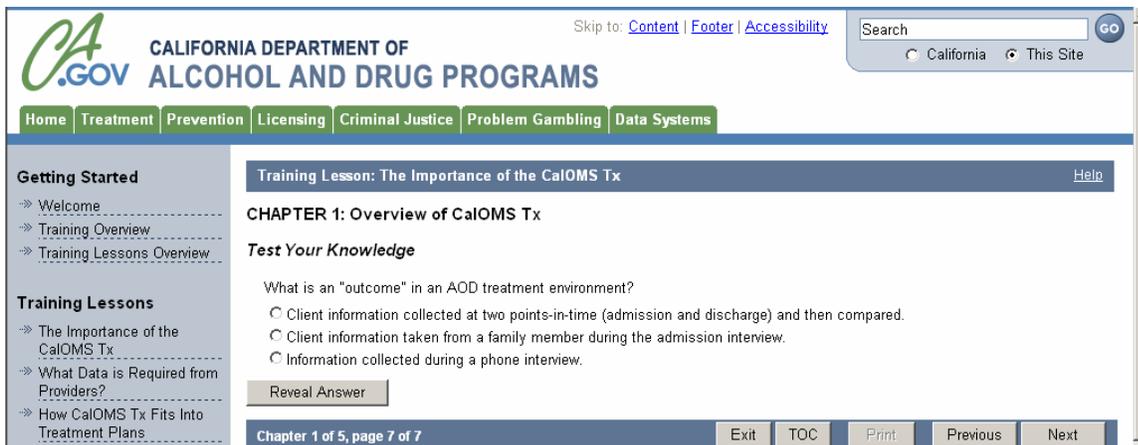
If you don't know the answer to the question, you can click on the **Reveal Answer** button which will display the correct answer. See the following screen for an example:



Click on the **Next** button to go to the following screen:

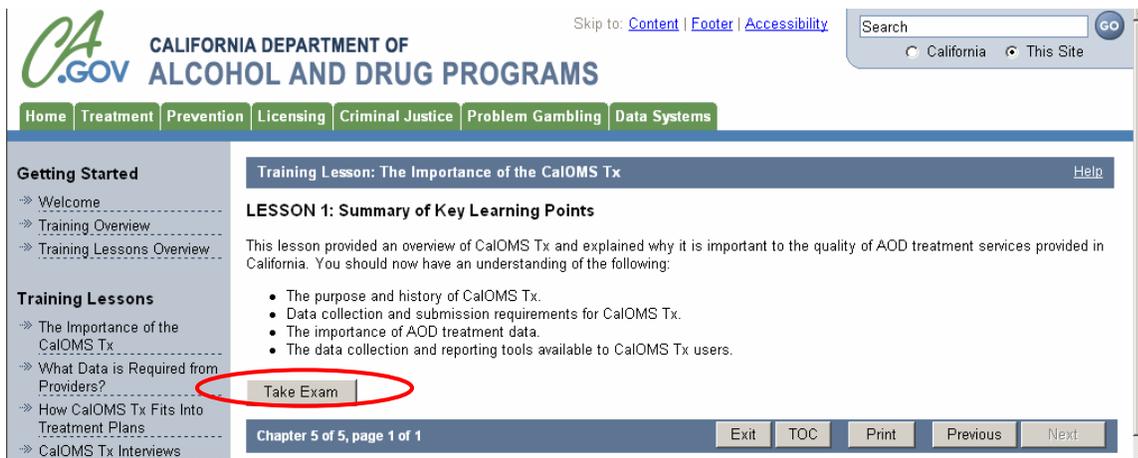


Click on the **Next** button to go to the following screen:

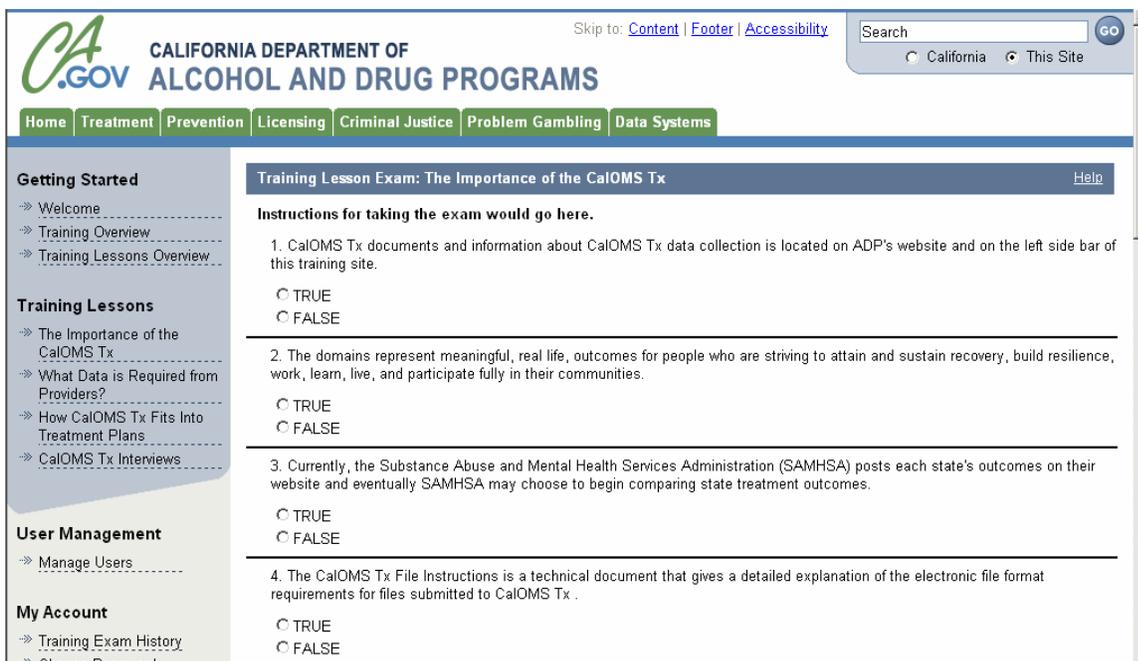


Click on the **Next** button to go to Chapter 2 of the Lesson. **The process described in Chapter 1 applies to all the remaining Chapters as well.**

Once you have completed all the Chapter reviews for this Lesson (What Data is Required from Providers?) you will be taken to the **Summary of Key Learning Points** screen. You can get to this screen two different ways. (1) As you navigate through each chapter, the **Next** button, located on the last screen of the last Chapter, will take you to the **Summary of Key Learning Points** screen. (2) If you click on the **TOC** button from any screen, you will be taken to the **Table of Contents** screen where you will find the **Summary of Key Learning Points** link.



Once there, click on the **Take Exam** button to take the exam for this Lesson. Once you click on the **Take Exam** button, you will see the following screen:



Other Links
» Reference Links
» Send Feedback
» Training Questions?
» Logout



5. CalOMS Tx File Instructions is a description of data submission standards and measures for CalOMS Tx data.
 TRUE
 FALSE

6. What are the CalOMS Tx data collection points?
 Admission
 Discharge
 Annual update
 all of the above

7. A decrease in the block grant award means ADP would have less money for distribution and every county's allocation would be reduced which would negatively impact AOD services.
 TRUE
 FALSE

8. The Department of Alcohol and Drug Programs is the only state agency authorized to receive and distribute state and federal funds.
 TRUE
 FALSE

9. What "life areas" of a person's life does ADP track to determine outcome results?
 Medical records
 Favorite grocery store
 Seven life domains

10. CalOMS Tx admission, discharge and annual update information is due within _____ days of the end of the report month.
 35
 45
 50

11. ADP reports treatment outcomes to the California Legislature, federal funding agencies, law enforcement, social welfare agencies, communities, and families.
 TRUE
 FALSE

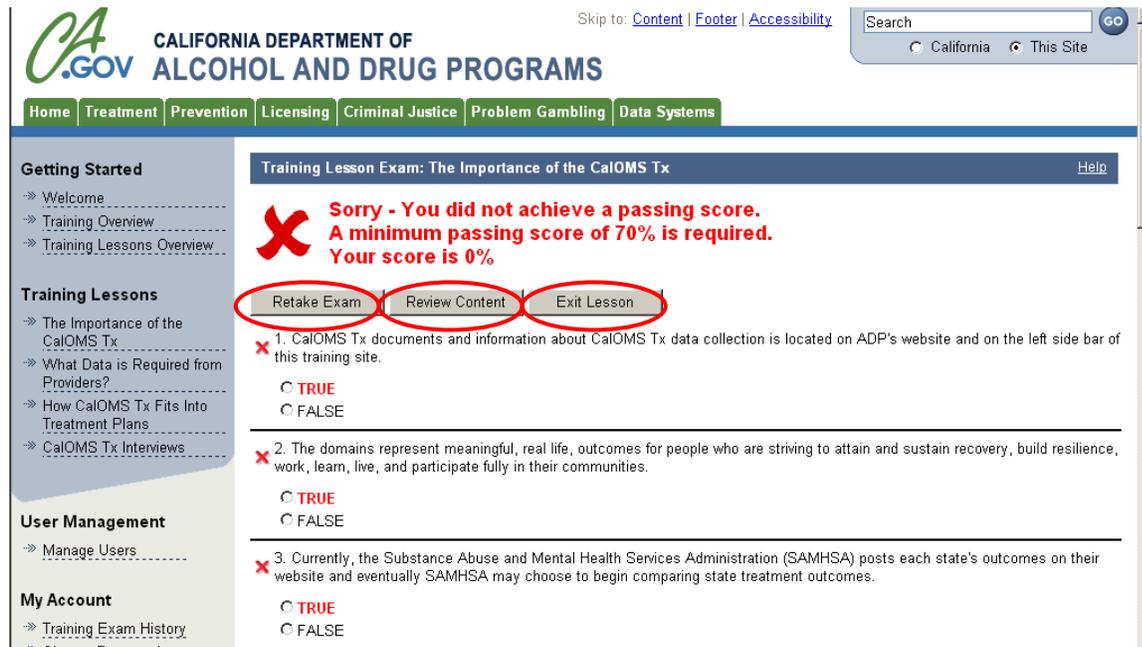
12. Who uses "outcome data?"
 ADP
 counties
 State-contracted providers
 all of the above

13. The CalOMS Tx Help Desk can help you locate and download CalOMS Tx documents from the ADP website.
 TRUE
 FALSE

14. All states must collect and submit outcome data from each client that receives treatment services in a program that the federal Substance Abuse and Mental Health Services Agency (SAMHSA) funds.
 TRUE
 FALSE

15. Who does ADP report emerging drug trends to?
 Communities and families
 Federal funding agencies
 California Legislature
 all of the above

Once you select an answer for each question, you can click on the **Submit** button to see your score. Once you receive your score, you have the following options: **Retake Exam**, **Review Content** or **Exit Exam**, as displayed in the example below.



Retake Exam- click on this button and the exam screen will refresh, giving you an opportunity to retake the exam. All previously filled answers will be blanked out.

Review Content- click on this button and you will be taken back to the Introduction screen of this Lesson.

Exit Exam- click on this button and you will be taken back to the Training Lesson Overview screen where you can select a Lesson and go through all chapters within that Lesson.

Lesson 2: What Data is Required from Providers?

Click on **What Data is Required from Providers** and it will take you to the Training Lesson screen, displayed in **Figure 7**.

Click on the **Start Lesson** button and it will take you to the first chapter in the current lesson.

Click on the **Table of Contents** button on the lesson's introduction screen and it will take you to the Table of Contents screen displayed in **Figure 8**. This screen lists all the chapters within the lesson.

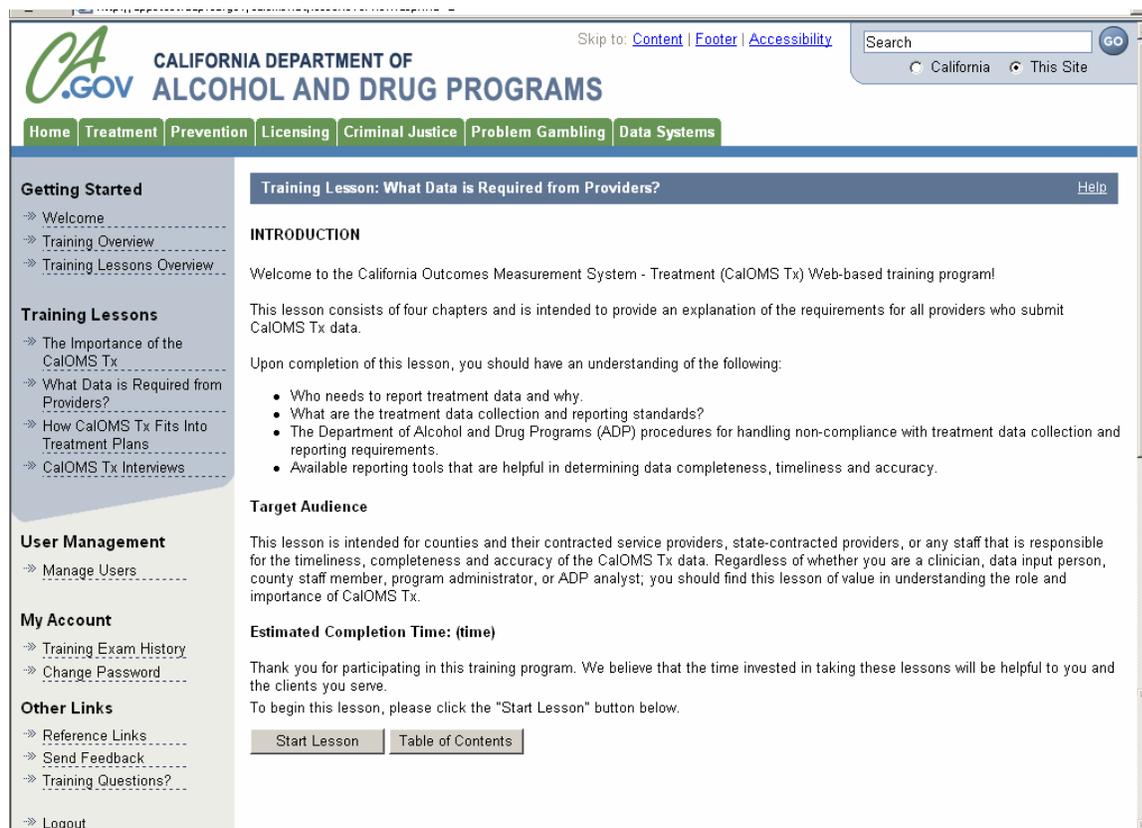


Figure 7

Table of Contents

Click on the **Table of Contents** button and it will take you to the following screen where you can jump to any of the chapters within the lesson. You have the option to go to the **Summary of Key Learning Points** screen as well as the **Take Exam** screen.

The screenshot shows the 'Table of Contents' page for the 'Training Lesson: What Data is Required from Providers?'. The page is part of the California Department of Alcohol and Drug Programs' website. The navigation menu on the left includes 'Home', 'Treatment', 'Prevention', 'Licensing', 'Criminal Justice', 'Problem Gambling', and 'Data Systems'. The main content area is titled 'Table of Contents' and lists four chapters:

- CHAPTER 1: CaIOMS TX Data Collection Requirements**
This chapter explains the CaIOMS Tx Data Collection Requirements. It answers the following questions:
 - Which providers must report CaIOMS Tx data and why?
 - Which providers are exempt from reporting alcohol and other drug (AOD) treatment data?
 - Which clients to include and exclude from CaIOMS Tx reporting?
 - What are the data reporting, security, and privacy considerations?
 - What is the benefit of collecting and submitting accurate CaIOMS Tx data?
- CHAPTER 2: Data Quality and Compliance Reporting Standards**
This chapter explains the CaIOMS Tx Data Quality and Compliance Reporting Standards. It answers the following questions:
 - What is the purpose of the compliance standards?
 - What are the Data Compliance Standards?
 - What is the process for reporting extraordinary circumstances that affect the ability to report data?
- CHAPTER 3: Non-Compliance with Data Quality and Compliance Reporting Standards**
This chapter explains non-compliance with Data Quality and Compliance Reporting Standards. It answers the following questions:
 - What are the different processes followed by counties s vs. state-contract providers?
 - What happens when a county is non-compliant?
 - What happens when a state-contracted provider is non-compliant?
 - Where can more information on reporting responsibilities and requirements be found?
 - How can other resources related to treatment outcome data collection be accessed?
- CHAPTER 4: What Reporting Tools Are Available to Help Determine Compliance?**
This chapter explains what reporting tools are available to help determine compliance. It answers the following questions:
 - What is the purpose of a Data Quality and Compliance Report?
 - How can an Open Providers Report help county monitoring?
 - Why would you use an Open Admissions Report?
 - What will the Error and Submission Detail Report tell you?

Below the chapters, there are links for **LESSON 2: Summary of Key Learning Points** and **Lesson Exam**. The page also includes a search bar, a 'Skip to' menu, and a 'Back to Top' link at the bottom.

Figure 8

Start Lesson

Chapter 1: CalOMS Tx Data Collection Requirements

Click on the **Start Lesson** button to go to the following screen:

The screenshot shows a web-based training interface for the California Department of Alcohol and Drug Programs. The page is titled "Training Lesson: What Data is Required from Providers?". The main content area is titled "CHAPTER 1: CalOMS TX Data Collection Requirements" and contains the text "Which providers must report CalOMS Tx data and why?". The text explains that all counties (and their contracted service providers) and state-contract providers are required to submit alcohol and other drug (AOD) treatment information (data) to ADP. Reporting of AOD treatment data is done by collecting and submitting data collected from clients during admission, discharge, and/or annual updates. ADP has developed a computer application, the CalOMS Tx, to receive, process, and store AOD treatment data submitted by the counties and state-contracted providers. All treatment data is submitted to ADP electronically and includes admission, discharge, and/or annual update records.

Whether an AOD treatment service provider is required to report CalOMS Tx data to ADP is defined by:

- The services provided in the facility, or
- The type of funds allocated to the facility by ADP to support those services.

The general rule for reporting data is:

- Facilities that receive any AOD treatment funding from ADP, be it one dollar or one million dollars, must report CalOMS Tx data on all treatment clients. State and federal funding requirements make ADP accountable for all AOD services provided in programs funded by ADP. When a county or state-contracted provider contracts with ADP to receive state and/or federal AOD funds, data reporting requirements become the responsibility of those receiving these funds. To comply with these requirements, providers must document and report through CalOMS Tx the services that they provided with the level of detail that accurately depicts the services and outcomes for each treatment client. Even if the treatment client pays for their services with private funds, ADP is responsible for reporting CalOMS Tx information on each client that receives services by the provider not just those clients paid for by ADP-distributed funds.

The interface includes a navigation menu on the left with sections like "Getting Started", "Training Lessons", "User Management", and "My Account". At the bottom, there are buttons for "Exit", "TOC", "Print", "Previous", and "Next".

Exit- click on this button to exit out of the Chapter and return to the Training Lesson Overview screen.

TOC- click on this button to go to the Table of Contents screen. This screen lists all the chapters for each lesson.

Print- click on this button to print the current content.

Previous- click on this button to go back to the previous screen in the current chapter.

Next- click on this button to move to the next screen in the current chapter.

Click on the **Next** button to go to the following screen:

The screenshot shows the California Department of Alcohol and Drug Programs website. The page title is "Training Lesson: What Data is Required from Providers?". The main content area is titled "CHAPTER 1: CalOMS TX Data Collection Requirements" and contains the sub-heading "Which providers must report CalOMS Tx data and why? (continued)". The text explains that reporting requirements are determined by funding and services. It lists provider facilities that must report data to ADP:

- AOD treatment facilities that provide non-residential recovery or treatment services, detoxification services, and recovery homes that provide residential treatment.
- Drug treatment services that include:
 - Outpatient drug or drug free
 - Day care
 - Narcotic replacement therapy including methadone maintenance and buprenorphine
 - Detoxification
 - Residential
 - Hospital
 - Licensed methadone providers, whether publicly or privately funded
- Facilities that receive funding from their county for Substance Abuse and Crime Prevention Act of 2000 (SACPA) treatment services must report data on all treatment clients. However, if the ONLY funding the facility receives from ADP is SACPA funding, and the facility is not a narcotic treatment program (NTP), then the facility only reports on SACPA clients.
- When directed to do so by their county AOD program administrator, mental health centers and other facilities that occasionally serve clients who have a substance abuse problem may participate in CalOMS Tx data collection.

The page footer indicates "Chapter 1 of 5, page 2 of 10" and includes navigation buttons for Exit, TOC, Print, Previous, and Next.

Click on the **Next** button to go to the following screen:

The screenshot shows the California Department of Alcohol and Drug Programs website. The page title is "Training Lesson: What Data is Required from Providers?". The main content area is titled "CHAPTER 1: CalOMS TX Data Collection Requirements" and contains the sub-heading "Which providers are exempt from reporting AOD treatment data?". The text states that the following facilities are exempt from CalOMS Tx reporting:

- Facilities that provide AOD services other than those listed above, such as education and prevention activities.
- Driving Under the Influence (DUI) and Driving While Intoxicated (DWI) programs.
- Transitional living or sober living centers.
- Neighborhood recovery drop-in centers.

The page footer indicates "Chapter 1 of 5, page 3 of 10" and includes navigation buttons for Exit, TOC, Print, Previous, and Next.

Click on the **Next** button to go to the following screen:

The screenshot shows the CalOMS Tx web-based training interface. At the top, there is a search bar and navigation links for Content, Footer, and Accessibility. The main header reads "CALIFORNIA DEPARTMENT OF ALCOHOL AND DRUG PROGRAMS". Below the header is a navigation menu with links for Home, Treatment, Prevention, Licensing, Criminal Justice, Problem Gambling, and Data Systems. The left sidebar contains sections for Getting Started, Training Lessons, User Management, and My Account. The main content area is titled "Training Lesson: What Data is Required from Providers?" and includes a "Help" link. The lesson content is organized into chapters and sections, with a list of clients to include and exclude from reporting. At the bottom, there are navigation buttons for Exit, TOC, Print, Previous, and Next, along with a page indicator "Chapter 1 of 5, page 4 of 10".

Click on the **Next** button to go to the following screen:

The screenshot shows the CalOMS Tx web-based training interface, similar to the previous one. The main content area is titled "Training Lesson: What Data is Required from Providers?" and includes a "Help" link. The lesson content is organized into chapters and sections, with a list of data reporting, security, and privacy considerations. At the bottom, there are navigation buttons for Exit, TOC, Print, Previous, and Next, along with a page indicator "Chapter 1 of 5, page 5 of 10".

Click on the **Next** button to go to the following screen:

The screenshot displays the California Department of Alcohol and Drug Programs' training portal. The page title is "Training Lesson: What Data is Required from Providers?". The main content area is titled "CHAPTER 1: CalOMS TX Data Collection Requirements" and includes a section "What is the benefit of collecting and submitting accurate CalOMS Tx data?". This section explains that the application has raised data quality standards and lists several key points for accurate data collection, such as being comfortable with questions, recording answers during interviews, and submitting data promptly. A navigation bar at the bottom of the content area shows "Chapter 1 of 5, page 6 of 10" and includes buttons for "Exit", "TOC", "Print", "Previous", and "Next".

Summary of Key Learning Points

Click on the **Next** button to go to the following screen:

This screenshot shows the same training portal but at a different page titled "Summary of Key Learning Points". The main content area is titled "CHAPTER 1: CalOMS TX Data Collection Requirements" and includes a section "Summary of Key Learning Points". This section states that the chapter explains CalOMS Tx data collection requirements and lists several key points, such as reporting data on all admitted clients, ensuring clients are admitted to treatment before data collection, and complying with state and federal regulations. A navigation bar at the bottom of the content area shows "Chapter 1 of 5, page 7 of 10" and includes buttons for "Exit", "TOC", "Print", "Previous", and "Next".

Test Your Knowledge

Click on the **Next** button to go to the **Test Your Knowledge** screen.

Reveal Answer- click on this button and it allows you to check your submitted answer and display the correct answer.

The screenshot shows the California Department of Alcohol and Drug Programs website. The main navigation bar includes Home, Treatment, Prevention, Licensing, Criminal Justice, Problem Gambling, and Data Systems. The current page is titled "Training Lesson: What Data is Required from Providers?". Under "CHAPTER 1: CalOMS TX Data Collection Requirements", there is a "Test Your Knowledge" section. The question is: "Which facilities are exempt from CalOMS Tx reporting?". The options are:

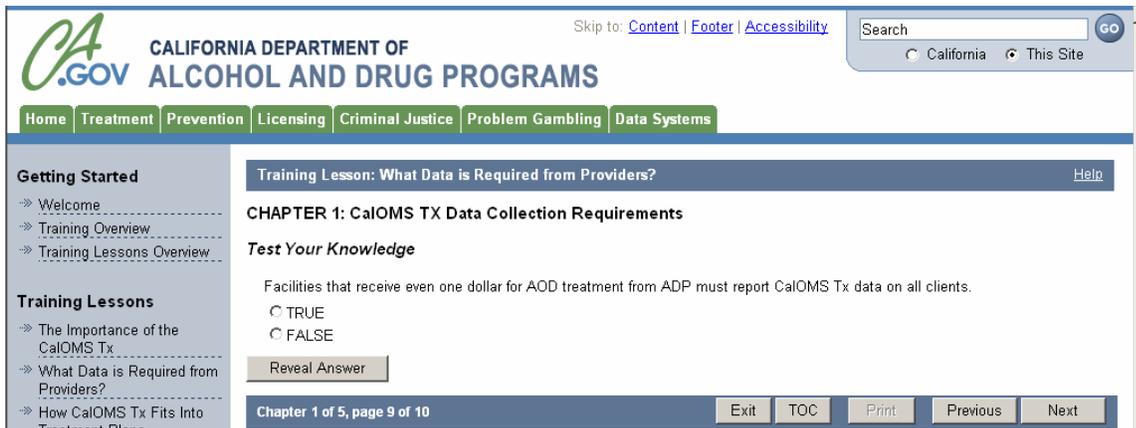
- Driving under the influence (DUI) and driving while intoxicated (DWI) programs.
- Transitional living or sober living centers
- Neighborhood recovery drop-in centers
- all of the above

 A red circle highlights the "Reveal Answer" button located below the options. At the bottom of the page, there are navigation buttons: Exit, TOC, Print, Previous, and Next. The page number is "Chapter 1 of 5, page 8 of 10".

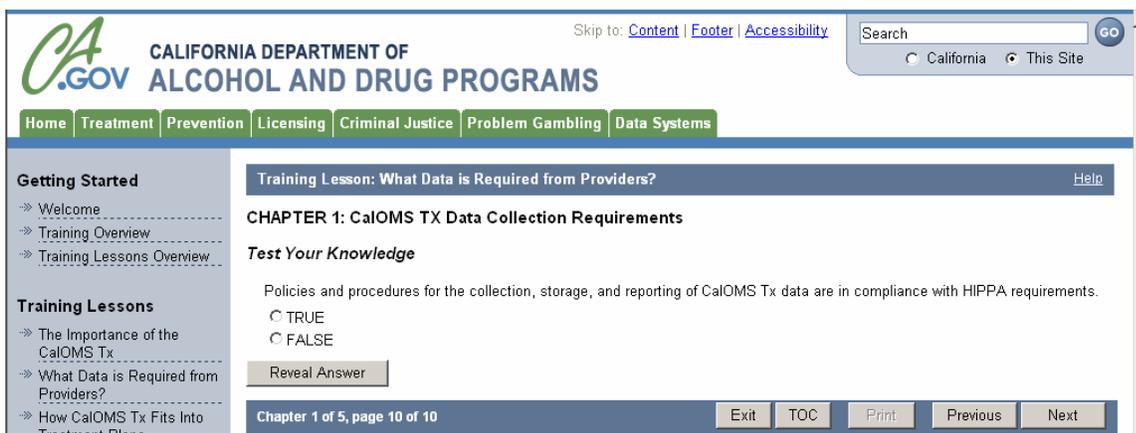
If you don't know the answer to the question, you can click on the **Reveal Answer** button which will display the correct answer. See the following screen for an example:

This screenshot shows the same training interface as the previous one, but with the correct answer revealed. The question "Which facilities are exempt from CalOMS Tx reporting?" now has a red X icon to its left. The correct answer, "all of the above", is displayed in red text next to the question. The other options remain the same. The "Reveal Answer" button is no longer visible. The rest of the page layout, including the navigation bar and footer, remains identical to the previous screenshot.

Click on the **Next** button and you will see the following screen:



Click on the **Next** button and you will see the following screen:



Click on the **Next** button to go to Chapter 2 of the Lesson. **The process described in Chapter 1 applies to all the remaining Chapters as well.**

Once you have completed all the Chapter reviews for this Lesson (What Data is Required from Providers?) you will be taken to the **Summary of Key Learning Points** screen. You can get to this screen two different ways. (1) As you navigate through each chapter, the **Next** button, located on the last screen of the last Chapter, will take you to the **Summary of Key Learning Points** screen. (2) If you click on the **TOC** button from any screen, you will be taken to the **Table of Contents** screen where you will find the **Summary of Key Learning Points** link.

CA .GOV CALIFORNIA DEPARTMENT OF ALCOHOL AND DRUG PROGRAMS

Home Treatment Prevention Licensing Criminal Justice Problem Gambling Data Systems

Getting Started
 -> Welcome
 -> Training Overview
 -> Training Lessons Overview

Training Lessons
 -> The Importance of the CalOMS Tx
 -> What Data is Required from Providers?
 -> How CalOMS Tx Fits Into Treatment Plans
 -> CalOMS Tx Interviews

Training Lesson Exam: What Data is Required from Providers? [Help](#)

LESSON 2: Summary of Key Learning Points

This lesson gives an overview of counties and state-contracted provider's data collection and submission requirements for CalOMS Tx. You should have an understanding of the following:

- Who needs to report treatment data and why.
- What the treatment data collection and reporting standards are.
- The ADP procedures for handling non-compliance with treatment data collection and reporting requirements.
- Four reports that are helpful documents in determining data completeness, timeliness, and accuracy.
- All CalOMS Tx reports are created from the data collected and sent to the CalOMS Tx system.

Take Exam

Chapter 5 of 5, page 1 of 1 Exit TOC Print Previous Next

Once there, click on the **Take Exam** button to take the exam for this Lesson. Once you click on the **Take Exam** button, you will see the following screen:

CA .GOV CALIFORNIA DEPARTMENT OF ALCOHOL AND DRUG PROGRAMS

Home Treatment Prevention Licensing Criminal Justice Problem Gambling Data Systems

Getting Started
 -> Welcome
 -> Training Overview
 -> Training Lessons Overview

Training Lessons
 -> The Importance of the CalOMS Tx
 -> What Data is Required from Providers?
 -> How CalOMS Tx Fits Into Treatment Plans
 -> CalOMS Tx Interviews

User Management
 -> Manage Users

My Account
 -> Training Exam History
 -> Change Password

Training Lesson Exam: What Data is Required from Providers? [Help](#)

Instructions for taking the exam would go here.

1. If a client was admitted to treatment in 2006 and completed treatment but a CalOMS Tx discharge was NOT submitted, the client admission will show as an active client on the _____.
 - Financial Incentives Report
 - Open Admissions Report
 - State Report
2. Counties and providers must comply with state and federal regulations pertinent to privacy and confidentiality of client program records.
 - TRUE
 - FALSE
3. Counties shall account for all of their treatment providers in a report month by submitting data or a PNA record.
 - TRUE
 - FALSE
4. If the report month is January, the CalOMS Tx data is due to ADP on (approximately) _____.
 - April 30
 - April 15
 - March 15

Other Links

- » Reference Links
- » Send Feedback
- » Training Questions?
- » Logout



5. Facilities that receive AOD treatment funding from ADP through their county must report CalOMS Tx data on all treatment clients.

TRUE
 FALSE

6. The Error and Submission Detail Report _____.

generates a list of providers that are responsible for submitting CalOMS Tx data
 shows the type of data submitted and if data was submitted on time
 this report lists all records that were accepted and rejected

7. What are the different processes followed for counties and state-contracted providers?

When a county is non-compliant three different warning letters are sent to different county officials.
 When a state-contracted provider is non-compliant only one letter is sent to the program director.
 all of the above

8. Department of Health Services created reports to help monitor timely, accurate and complete data submission based on the data submitted to CalOMS Tx system every month.

TRUE
 FALSE

9. The process for counties that do not comply with the data reporting requirements and standards is slightly different from the process used for the state-contracted providers.

TRUE
 FALSE

10. AOD treatment facilities that provide non-residential recovery or treatment services, detoxification services, and recovery homes that provide residential treatment and receive ADP funding, must report CalOMS Tx data.

TRUE
 FALSE

11. Only a few counties (and their contracted service providers) and state-contracted providers are required to submit alcohol and other drug treatment information to ADP.

TRUE
 FALSE

12. This lesson provided an explanation of _____.

available reports
 unavailable reports
 incorrect reports

13. Reporting responsibilities and requirements can be found in the CalOMS Tx Data Compliance Standards.

TRUE
 FALSE

14. If the county is not compliant by their deadline, a second letter is sent to the administrator's supervisor, the county administrative officer, or the chief financial officer.

TRUE
 FALSE

15. The ADP deadline for data submission is 45 days after the end of the report month. Counties and state-contracted providers could have internal agency deadline that is different.

TRUE
 FALSE

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Once you select an answer for each question, you can click on the **Submit** button to see your score. Once you receive your score, you will have the following options: **Retake Exam, Review Content** or **Exit Exam**, as displayed in the example below.

The screenshot shows the California Department of Alcohol and Drug Programs' training interface. At the top, there is a search bar and navigation links for Content, Footer, and Accessibility. Below the header is a menu with categories: Home, Treatment, Prevention, Licensing, Criminal Justice, Problem Gambling, and Data Systems. The main content area is titled "Training Lesson Exam: CalOMS Tx Interviews" and includes a "Help" link. A red 'X' icon and text indicate a failed exam: "Sorry - You did not achieve a passing score. A minimum passing score of 70% is required. Your score is 40%". Below this message are three buttons: "Retake Exam", "Review Content", and "Exit Lesson", all of which are circled in red. The exam questions are listed below the buttons, each with a green checkmark and radio button options. The first question is about annual update questions, with "FALSE" selected. The second question is about information collection, with "reliable, accurate and complete" selected. The third question is about dishonest answers, with "corrected and re-submitted" selected. The fourth question is about Motivational Interviewing Techniques, with "TRUE" selected. The fifth question is about interviewing techniques, with a blank space for the answer.

Retake Exam- click on this button and the exam screen will refresh, giving you an opportunity to retake the exam. All previously filled answers will be blanked out.

Review Content- click on this button and you will be taken back to the **Introduction** screen of this Lesson.

Exit Exam- click on this button and you will be taken back to the **Training Lesson Overview** screen where you can select a Lesson and go through all chapters within that Lesson.

Lesson 3 - How CalOMS Tx Fits Into Treatment Plans

Once you click on **How CalOMS Tx Fits Into Treatment Plans**, you will be taken to the Training Lesson screen, displayed in **Figure 9**.

Click on the **Start Lesson** button and it will take you to the first chapter within the lesson.

Click on the **Table of Contents** button on the lesson's introduction screen and it will take you to the **Table of Contents** screen displayed in **Figure 10**. This screen lists all the chapters within the lesson.

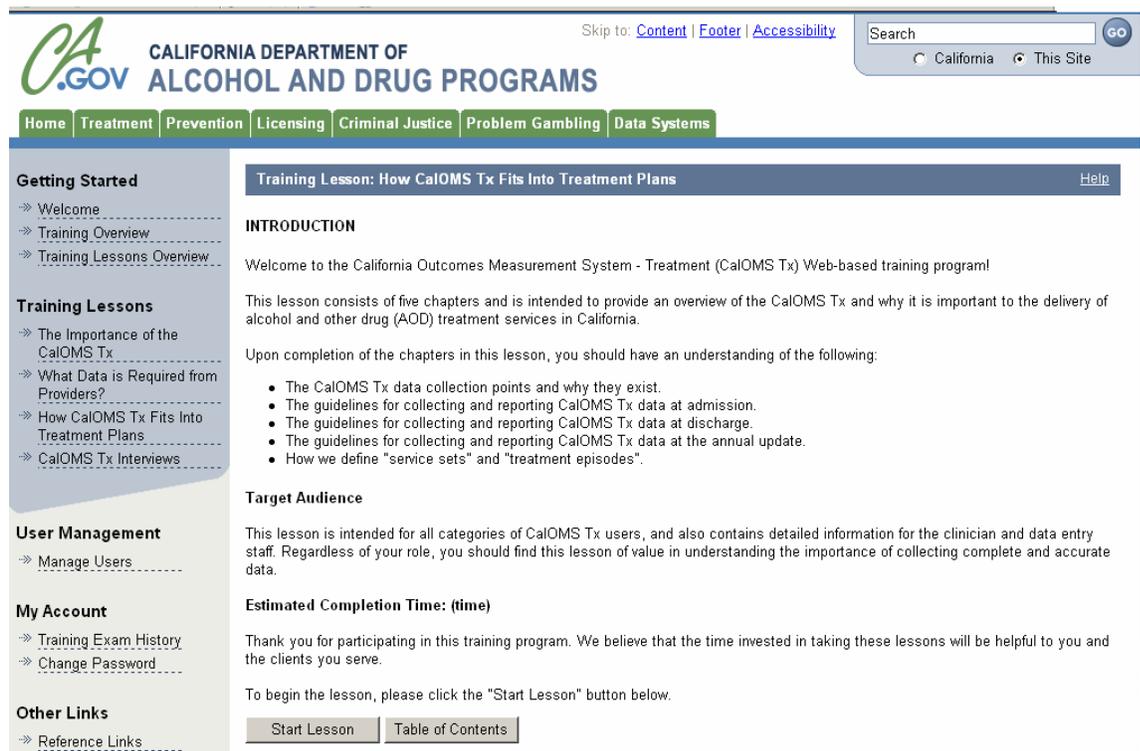


Figure 9

Table of Contents

Click on the **Table of Contents** button and it will take you to the following screen where you can jump to any of the chapters within the lesson. You have the option to go to the **Summary of Key Learning Points** screen as well as the **Take Exam** screen.

CA.GOV CALIFORNIA DEPARTMENT OF ALCOHOL AND DRUG PROGRAMS

Skip to: [Content](#) | [Footer](#) | [Accessibility](#) Search [GO](#)
 California This Site

[Home](#) [Treatment](#) [Prevention](#) [Licensing](#) [Criminal Justice](#) [Problem Gambling](#) [Data Systems](#)

Getting Started

- [Welcome](#)
- [Training Overview](#)
- [Training Lessons Overview](#)

Training Lessons

- [The Importance of the CalOMS Tx](#)
- [What Data is Required from Providers?](#)
- [How CalOMS Tx Fits Into Treatment Plans](#)
- [CalOMS Tx Interviews](#)

User Management

- [Manage Users](#)

My Account

- [Training Exam History](#)
- [Change Password](#)

Other Links

- [Reference Links](#)
- [Send Feedback](#)
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ADDP
 California Department of Alcohol and Drug Programs

Training Lesson: How CalOMS Tx Fits Into Treatment Plans [Help](#)

Table of Contents

[CHAPTER 1: CalOMS Tx Data Collection Points](#)

This chapter provides an explanation of the CalOMS Tx data collection points. It answers the following questions:

- When is CalOMS Tx data collected?
- What data is collected for CalOMS Tx?
- How is CalOMS Tx data collected?
- Why is CalOMS Tx data collected?
- Who has access to CalOMS Tx data?

[CHAPTER 2: Guidelines for Collecting and Reporting CalOMS Tx Data at Admission](#)

This chapter contains important guidelines for collecting and reporting CalOMS Tx data at admission. It answers the following questions:

- When should CalOMS Tx admission data be collected?
- How should admission data be collected if a client transfers from one program to another?
- What types of CalOMS Tx admissions exist?
- What should be done if a client in treatment becomes convicted under the Substance Abuse and Crime Prevention Act (SACPA)?

[CHAPTER 3: Guidelines for Collecting and Reporting CalOMS Tx at Discharge](#)

This chapter contains important guidelines for collecting and reporting CalOMS Tx data at discharge. It answers the following questions:

- When is discharge data collected?
- Do special circumstances exist that do not require completion of the full data set?
- What are the types of CalOMS Tx discharges?
- How can it be determined that a client has discontinued treatment?

[CHAPTER 4: Guidelines for Collecting and Reporting CalOMS Tx Data at Annual Update](#)

This chapter describes the guidelines for collecting and reporting CalOMS Tx Data at the Annual Update. It answers the following questions:

- When should CalOMS Tx annual updates be collected and reported?
- What types of CalOMS Tx annual updates exist?

[CHAPTER 5: Service Sets and Treatment Episodes](#)

This chapter provides an explanation of service sets and treatment episodes. It answers the following questions:

- What is a CalOMS Tx service set and treatment episode?
- What types of CalOMS Tx service sets exist?
- How can a complex episode be managed?

[LESSON 3: Summary of Key Learning Points](#)

[Lesson Exam](#)

[Back to Top](#) [Contact Us](#)

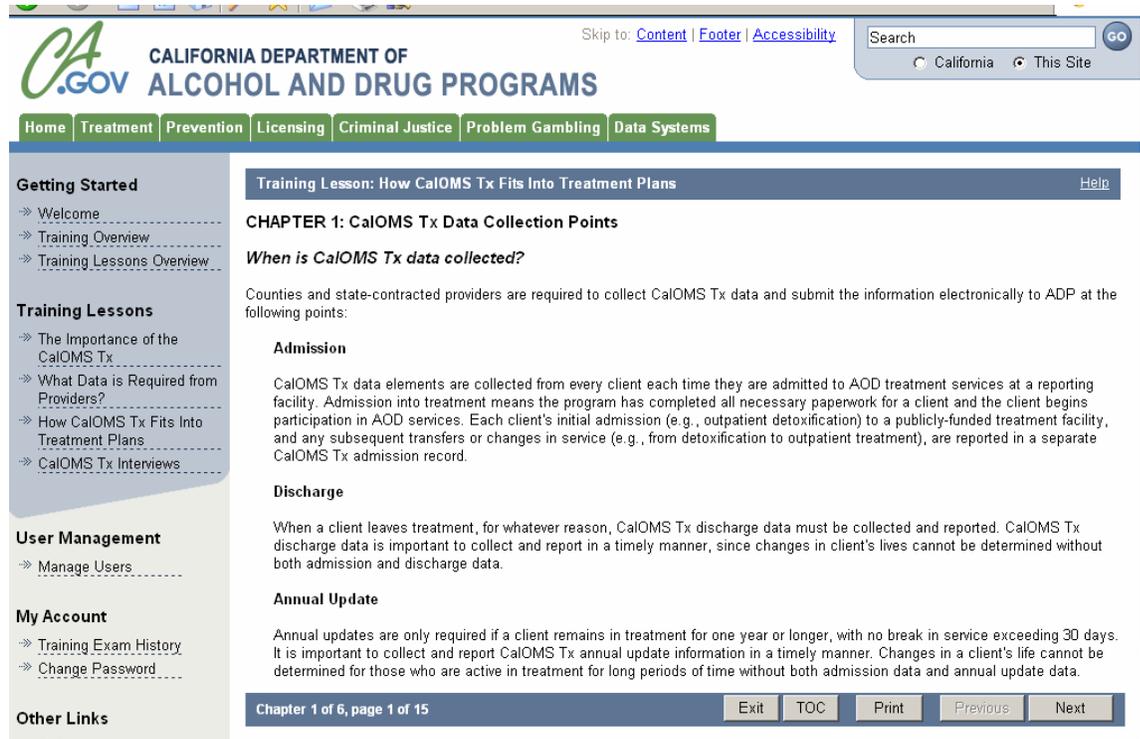
[Conditions of Use](#) | [Privacy Policy](#)

Figure 10

Start Lesson

Chapter 1: CalOMS Tx Data Collection Points

Once you click on the **Start Lesson** button, you will go to the following screen:



Exit- click on this button to exit out of the Chapter and return to the Training Lesson Overview screen.

TOC- click on this button to go to the Table of Contents screen. This screen lists all the chapters for each lesson.

Print- click on this button to print the current content.

Previous- click on this button to go back to the previous screen in the current chapter.

Next- click on this button to move to the next screen in the current chapter.

Click on the **Next** button to go to the following screen:

The screenshot shows a web browser window displaying the California Department of Alcohol and Drug Programs' training interface. The page title is "Training Lesson: How CalOMS Tx Fits Into Treatment Plans". The main content area is titled "CHAPTER 1: CalOMS Tx Data Collection Points" and asks "What data is collected for CalOMS Tx?". Below this, it states: "Information collected for CalOMS Tx at admission, at discharge and from annual updates, can be grouped into three general categories:"

- Administrative**
Information that is collected one time, such as referral source, days waited to enter treatment, and number of prior treatment episodes.
- Client Identifier**
Information provided by the client (spelling of name, gender, date of birth, etc.) that is used to ensure client matching, and links treatment services together. For more information regarding client matching refer to Lesson 4, Chapter2.
- Outcomes**
These are the questions with answers that should change over a period of time, such as:
 - How many days in the past 30 have you used your primary drug?
 - What is your current employment status?
 - How many times have you been arrested in the past 30 days?

At the bottom of the page, there are navigation buttons: "Exit", "TOC", "Print", "Previous", and "Next". The "Next" button is highlighted, indicating the next step in the training.

Click on the **Next** button to go to the following screen:

The screenshot shows the same web browser window as above, but the content has advanced to the "Admission" section. The main content area is titled "CHAPTER 1: CalOMS Tx Data Collection Points" and asks "What data is collected for CalOMS Tx?". Below this, it states: "Admission"

- Administrative information such as admission date, disability, California Work Opportunities and Responsibilities to Kids (CalWORKs) participant, and type of treatment services.
- Client Identifier information that is used to link client services together and monitor individual client progression through the AOD treatment system of care.
- Outcome information related to the seven life domains is utilized as a baseline to compare to the discharge data set. The life domains are:
 1. Alcohol use
 2. Drug use
 3. Employment/Education
 4. Legal/Criminal Justice
 5. Medical/Physical
 6. Psychological/Logical
 7. Family/Social

At the bottom of the page, there are navigation buttons: "Exit", "TOC", "Print", "Previous", and "Next". The "Next" button is highlighted, indicating the next step in the training.

Click on the **Next** button to go to the following screen:

The screenshot shows the CalOMS Tx web-based training interface. At the top, there is a search bar and navigation links for Content, Footer, and Accessibility. The main header reads "CALIFORNIA DEPARTMENT OF ALCOHOL AND DRUG PROGRAMS". Below the header is a navigation menu with options: Home, Treatment, Prevention, Licensing, Criminal Justice, Problem Gambling, and Data Systems. The left sidebar contains a "Getting Started" section with links to Welcome, Training Overview, and Training Lessons Overview. Below that is a "Training Lessons" section with links to "The Importance of the CalOMS Tx", "What Data is Required from Providers?", "How CalOMS Tx Fits Into Treatment Plans", and "CalOMS Tx Interviews". The main content area is titled "Training Lesson: How CalOMS Tx Fits Into Treatment Plans" and "CHAPTER 1: CalOMS Tx Data Collection Points". The current section is "Discharge", which includes a list of bullet points: "Administrative information such as discharge date and discharge status (indicating the degree of success of treatment)." and "The outcome questions related to the seven life domains are collected again. The answers to the CalOMS Tx discharge questions, compared to the answers collected at admission, give us information changes made by the client." Below the list is an example sentence: "For example, answers to outcome questions give us information on the client's current living arrangements (homelessness), employment status, number of children living with someone else, AOD frequency of use (increase or decrease) and the use of social support such as Alcoholics Anonymous (AA)." At the bottom of the page, there are navigation buttons: Exit, TOC, Print, Previous, and Next.

Click on the **Next** button to go to the following screen:

The screenshot shows the CalOMS Tx web-based training interface. At the top, there is a search bar and navigation links for Content, Footer, and Accessibility. The main header reads "CALIFORNIA DEPARTMENT OF ALCOHOL AND DRUG PROGRAMS". Below the header is a navigation menu with options: Home, Treatment, Prevention, Licensing, Criminal Justice, Problem Gambling, and Data Systems. The left sidebar contains a "Getting Started" section with links to Welcome, Training Overview, and Training Lessons Overview. Below that is a "Training Lessons" section with links to "The Importance of the CalOMS Tx", "What Data is Required from Providers?", and "How CalOMS Tx Fits Into Treatment Plans". The main content area is titled "Training Lesson: How CalOMS Tx Fits Into Treatment Plans" and "CHAPTER 1: CalOMS Tx Data Collection Points". The current section is "Annual Update", which includes a list of bullet points: "The same information as collected at the initial admission. This is collected if the client remains in treatment for one year or longer without any breaks of more than 30 days in treatment service and is due on the anniversary date of their admission to treatment." At the bottom of the page, there are navigation buttons: Exit, TOC, Print, Previous, and Next.

Click on the **Next** button to go to the following screen:

The screenshot shows the CalOMS Tx web-based training interface. At the top, there is a search bar and navigation links for Content, Footer, and Accessibility. The main header reads "CALIFORNIA DEPARTMENT OF ALCOHOL AND DRUG PROGRAMS". Below the header is a navigation menu with options: Home, Treatment, Prevention, Licensing, Criminal Justice, Problem Gambling, and Data Systems. The left sidebar contains a "Getting Started" section with links to Welcome, Training Overview, and Training Lessons Overview. Below that is a "Training Lessons" section with links to "The Importance of the CalOMS Tx", "What Data is Required from Providers?", "How CalOMS Tx Fits Into Treatment Plans", and "CalOMS Tx Interviews". Below the "Training Lessons" section is a "User Management" section with a link to "Manage Users". At the bottom of the sidebar is a "My Account" section with links to "Training Exam History" and "Change Password". The main content area is titled "Training Lesson: How CalOMS Tx Fits Into Treatment Plans" and "CHAPTER 1: CalOMS Tx Data Collection Points". The current section is "How is CalOMS Tx data collected?", which includes a paragraph: "Treatment data is collected by interviewing the client, including asking the CalOMS Tx questions in the interview and recording the answers." Below this is another paragraph: "The method of data collection varies by county, provider and state-contracted provider." This is followed by a list of bullet points: "In some cases, the interviewer records the client's answers on paper and the data is entered into an automated system by staff after the interview." and "In other cases, the interviewer collects the answers from the client and enters them directly into an automated system at the time of interview." Below the list is a paragraph: "Depending on the treatment setting and condition of the client, some providers find that clients are more comfortable with some settings than others are. For example, some clients may feel intimidated by the counselor entering information directly into a computer while being interviewed, and for that reason the counselor may choose a paper copy of the interview question. Regardless of the data collection method, data is submitted to the Department of Alcohol and Drug Programs (ADP's) CalOMS Tx database as an electronic file." Below this is another paragraph: "To find additional help on how to incorporate the CalOMS Tx questions into your admission and discharge interviews, please refer to the lesson on CalOMS Tx Interviews or review the CalOMS Tx Data Collection Guide located on the left side bar, or visit [CalOMS Tx Data Collection Guide](#)." At the bottom of the page, there are navigation buttons: Exit, TOC, Print, Previous, and Next.

Click on the **Next** button to go to the following screen:

The screenshot shows the California Department of Alcohol and Drug Programs website. The header includes the logo, navigation menu (Home, Treatment, Prevention, Licensing, Criminal Justice, Problem Gambling, Data Systems), and a search bar. The main content area is titled "Training Lesson: How CalOMS Tx Fits Into Treatment Plans" and contains the following text:

CHAPTER 1: CalOMS Tx Data Collection Points

Why is CalOMS Tx data collected?

CalOMS Tx data is the "snapshot" of a group of client's circumstances at a particular point in their treatment. These "snapshots" are used to measure changes in clients' lives from one point in treatment to another. Users of the data, including ADP, can then compare the data indicators for each life **domain** collected at admission, to the data indicators collected at discharge, to make inferences about positive or negative changes that have occurred during treatment.

For example, ADP will compare the frequency of use of the primary drug reported at admission to the frequency of use of the primary drug reported at discharge. This is how we determine if the groups of clients in question have reduced the use of the drug, increased the use of the drug, or show no change in the frequency of drug use

These data comparisons can help state-contracted counties, ADP, and the federal Substance Abuse and Mental Health Services Administration (SAMHSA) identify factors that have a positive and/or a negative impact on client outcomes. To provide the best services to clients in our system of care, we must know the conditions in which client outcomes improve, as well as the conditions in which they either do not improve, or they worsen, so that we can replicate those program conditions that support improvement.

As recipients of federal treatment funding, ADP, as well as counties and their contract providers, and the state-contracted providers, are required to report outcome information to SAMHSA. Some of the outcome questions in the CalOMS Tx data set are required to be reported to SAMHSA when ADP applies for funding each federal fiscal year.

In order to disburse funds to counties, ADP must ensure that counties collect and report CalOMS Tx data thoroughly, accurately, and in a timely manner. Our outcome data collection requirements cannot be fulfilled without these "snapshots" of client information at each of the three data collection points: admission, discharge, and annual updates.

At the bottom of the page, there is a navigation bar with buttons for "Exit", "TOC", "Print", "Previous", and "Next". The page indicator shows "Chapter 1 of 6, page 7 of 15".

Click on the **Next** button to go to the following screen:

The screenshot shows the California Department of Alcohol and Drug Programs website. The header includes the logo, navigation menu (Home, Treatment, Prevention, Licensing, Criminal Justice, Problem Gambling, Data Systems), and a search bar. The main content area is titled "Training Lesson: How CalOMS Tx Fits Into Treatment Plans" and contains the following text:

CHAPTER 1: CalOMS Tx Data Collection Points

Who has access to CalOMS Tx data?

ADP obtains personal client information only through lawful means. Client identifier data collected by ADP are relevant to the purposes for which they are collected. That purpose is to meet reporting requirements.

ADP does not disclose, make available, or use, any client identifier data for purposes other than specified at, or before, the time of collection without the consent of the client or as authorized by law or regulation.

All personal information collected and maintained by ADP is secured against loss, damage, modification, or unauthorized disclosure. ADP uses multiple technological and procedural approaches to protect against unauthorized disclosure of this information pursuant to current law and practice.

These practices and policies are reviewed regularly. They have been developed, and are maintained, in accordance with the Information Practices Act of 1977 (Title 1.8 [commencing with Section 1798] of Part 4 of Division 3 of the Civil Code) and according to Section 11019.9 of the Government Code.

At the bottom of the page, there is a navigation bar with buttons for "Exit", "TOC", "Print", "Previous", and "Next". The page indicator shows "Chapter 1 of 6, page 8 of 15".

Summary of Key Learning Points

Click on the **Next** button and it will take you to the **Summary of Key Learning Points** screen:

The screenshot shows the CalOMS Tx web-based training interface. At the top, there is a navigation bar with the California Department of Alcohol and Drug Programs logo and a search bar. Below the navigation bar, there are several tabs: Home, Treatment, Prevention, Licensing, Criminal Justice, Problem Gambling, and Data Systems. The main content area is divided into two columns. The left column contains a sidebar with sections: Getting Started (Welcome, Training Overview, Training Lessons Overview), Training Lessons (The Importance of the CalOMS Tx, What Data is Required from Providers?, How CalOMS Tx Fits Into Treatment Plans, CalOMS Tx Interviews), and User Management (Manage Users). The right column displays the current training lesson: "Training Lesson: How CalOMS Tx Fits Into Treatment Plans". Below this, it shows "CHAPTER 1: CalOMS Tx Data Collection Points" and "Summary of Key Learning Points". The text states: "The following are key learning points from this chapter:" followed by a bulleted list of points. At the bottom of the page, there is a footer with "Chapter 1 of 6, page 9 of 15" and navigation buttons: Exit, TOC, Print, Previous, and Next.

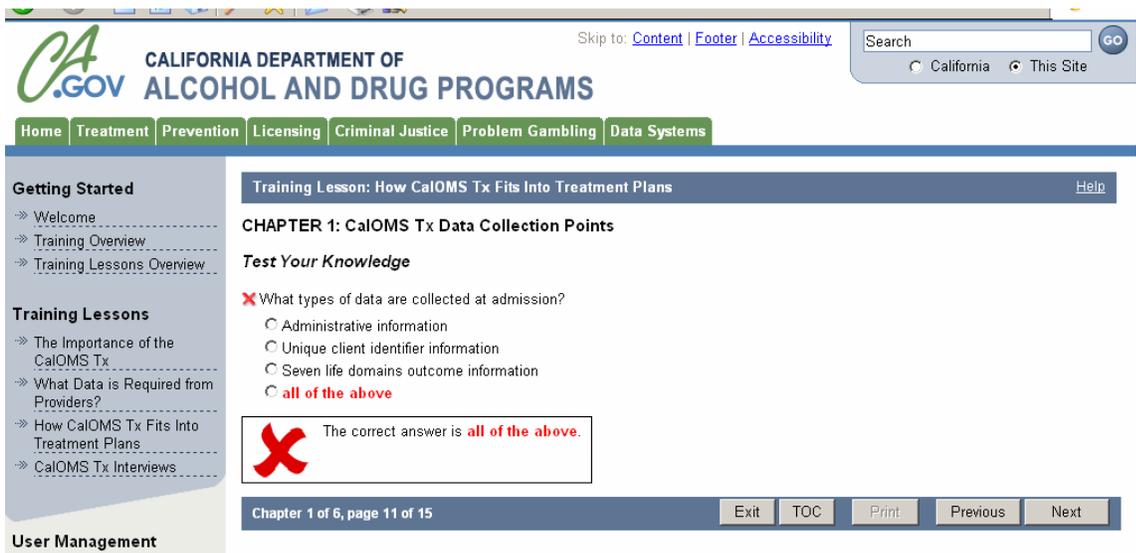
Test Your Knowledge

Click on **Next** and you will be taken to the Test Your Knowledge screen.

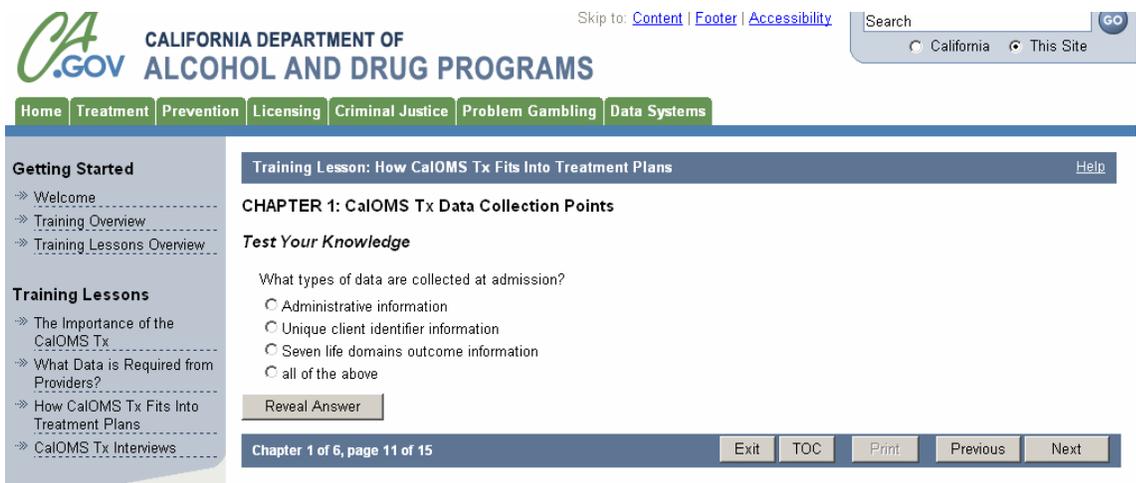
Click on the **Reveal Answer** and it allows you to check the submitted answer and displays the correct answer.

The screenshot shows the CalOMS Tx web-based training interface at the "Test Your Knowledge" screen. The layout is similar to the previous screenshot, but the main content area now displays a question: "When is CalOMS Tx data collected?". Below the question are four radio button options: Admission, Discharge, Annual update, and all of the above. A red circle highlights the "Reveal Answer" button. At the bottom of the page, there is a footer with "Chapter 1 of 6, page 10 of 15" and navigation buttons: Exit, TOC, Print, Previous, and Next.

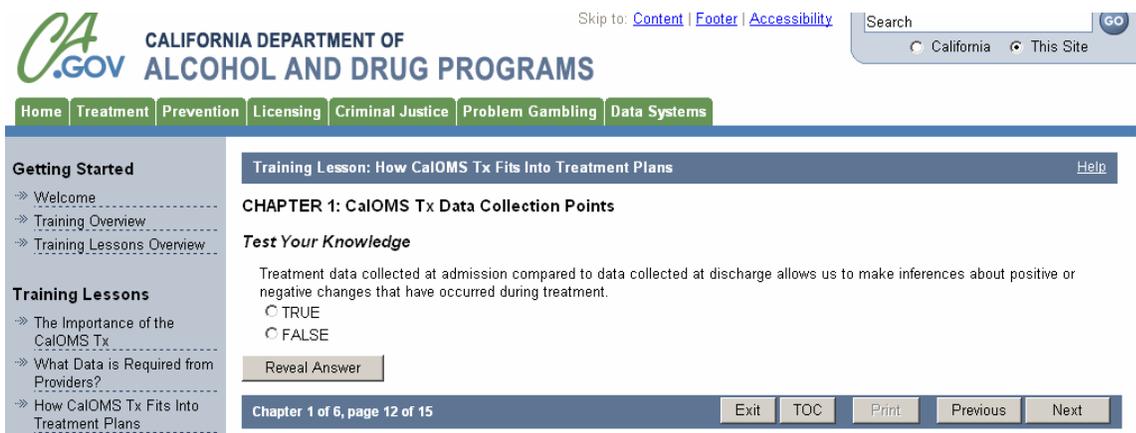
If you don't know the answer to the question, you can click on **Reveal Answer** which will display the correct answer. See the following screen for an example:



Click on the **Next** button to go to the following screen:



Click on the **Next** button to go to the following screen:



Click on the **Next** button to go to the following screen:

The screenshot shows the California Department of Alcohol and Drug Programs website. The navigation menu includes Home, Treatment, Prevention, Licensing, Criminal Justice, Problem Gambling, and Data Systems. The current page is titled "Training Lesson: How CalOMS Tx Fits Into Treatment Plans" and "CHAPTER 1: CalOMS Tx Data Collection Points". The quiz question asks: "When a client leaves treatment, CalOMS Tx discharge data related to the seven life domains (alcohol use, family/social, drug use, employment/education, legal, medical, and psychological) is collected." The options are TRUE and FALSE. A "Reveal Answer" button is visible below the options. The page indicator shows "Chapter 1 of 6, page 13 of 15". Navigation buttons for Exit, TOC, Print, Previous, and Next are at the bottom.

Click on the **Next** button to go to the following screen:

The screenshot shows the California Department of Alcohol and Drug Programs website. The navigation menu includes Home, Treatment, Prevention, Licensing, Criminal Justice, Problem Gambling, and Data Systems. The current page is titled "Training Lesson: How CalOMS Tx Fits Into Treatment Plans" and "CHAPTER 1: CalOMS Tx Data Collection Points". The quiz question asks: "All personal information collected and maintained by ADP is _____." The options are: not secured against loss, secured against loss, is made available to the public, and available to the public upon request. A "Reveal Answer" button is visible below the options. The page indicator shows "Chapter 1 of 6, page 14 of 15". Navigation buttons for Exit, TOC, Print, Previous, and Next are at the bottom.

Click on the **Next** button to go to the following screen:

The screenshot shows the California Department of Alcohol and Drug Programs website. The navigation menu includes Home, Treatment, Prevention, Licensing, Criminal Justice, Problem Gambling, and Data Systems. The current page is titled "Training Lesson: How CalOMS Tx Fits Into Treatment Plans" and "CHAPTER 1: CalOMS Tx Data Collection Points". The quiz question asks: "As recipients of federal treatment funding, ADP, as well as counties and their contract providers, and the state-contracted providers, are required to report outcome information to the federal government." The options are TRUE and FALSE. A "Reveal Answer" button is visible below the options. The page indicator shows "Chapter 1 of 6, page 15 of 15". Navigation buttons for Exit, TOC, Print, Previous, and Next are at the bottom.

Click on the **Next** button to go to Chapter 2 of the Lesson. **The process described in Chapter 1 applies to all the remaining Chapters as well.**

Once you have completed all the Chapter reviews for this Lesson (What Data is Required from Providers?) you will be taken to the **Summary of Key Learning Points** screen. You can get to this screen two different ways. (1) As you navigate through each chapter, the **Next** button, located on the last screen of the last Chapter, will take you to the **Summary of Key Learning Points** screen. (2) If you click on the **TOC** button from any screen, you will be taken to the **Table of Contents** screen where you will find the **Summary of Key Learning Points** link.

The screenshot shows the California Department of Alcohol and Drug Programs website. The main content area is titled "Training Lesson: How CalOMS Tx Fits Into Treatment Plans" and "LESSON 3: Summary of Key Learning Points". It provides an overview of the CalOMS Tx data collection and reporting requirements. A "Take Exam" button is highlighted with a red circle. The navigation bar includes "Home", "Treatment", "Prevention", "Licensing", "Criminal Justice", "Problem Gambling", and "Data Systems". The footer shows "Chapter 6 of 6, page 1 of 1" and navigation buttons for "Exit", "TOC", "Print", "Previous", and "Next".

Once there, click on **Take Exam** to take the exam for this Lesson. Once you click on the **Take Exam** button, you will see the following screen:

The screenshot shows the "Training Lesson Exam: How CalOMS Tx Fits Into Treatment Plans" screen. It displays "Instructions for taking the exam would go here." followed by four multiple-choice questions. The "Take Exam" button from the previous screen is no longer visible. The navigation bar and footer are consistent with the previous screenshot.

1. What is an Administrative Discharge?

- Requires collection and reporting of the full discharge data set for all persons 18 years of age or older.
- Allows collection and reporting of the partial youth data set for all persons aged 17 or younger.
- Allows collection and reporting of a minimal data set when a person discontinues treatment and is unavailable to complete a discharge interview.

2. It is very important to obtain answers to all the discharge questions from every client to enable a measurement of change in the client's life between admission and discharge to be documented.

- TRUE
- FALSE

3. When should CalOMS Tx annual updates be collected and reported?

- When clients are in treatment for a period of 2 years or more, continuously, with no break in services exceeding one week.
- When clients are in treatment for a period of 12 months, continuously, with no break in services exceeding 30 days.
- Never. Not required for CalOMS Tx data reporting requirements.

4. Outcome information related to the ___ life domains is utilized as a baseline to compare to the discharge data set.

- 5
- 6
- 7
- 8

Other Links

- [→ Reference Links](#)
- [→ Send Feedback](#)
- [→ Training Questions?](#)

- [→ Logout](#)



5. For admissions with the admission date after _____, the annual update is required on the admission anniversary date in 2007 and each year thereafter that the client continues the same program and modality.

September 1, 1995
 January 1, 2006
 None of the above

6. In order to provide the best services to clients in treatment we must know the conditions in which they either improve, do not improve or worsen. CalOMS Tx data gives us this information.

TRUE
 FALSE

7. It is critical to collect CalOMS Tx information when clients transfer to a new program because CalOMS Tx is designed to measure change in the client's life domains and the length of time in treatment.

TRUE
 FALSE

8. When a client is enrolled in an outpatient treatment program but is moving and intends to enroll in a different treatment program, what discharge status should be used?

Transfer or Change in Service
 Completed Treatment/Referred
 Discharged

9. All personal information collected and maintained by ADP is _____.

not secured against loss
 secured against loss
 is made available to the public
 available to the public upon request

10. Each client's initial admission to a publicly-funded treatment facility, and any subsequent transfers or changes in service, are reported in a separate CalOMS Tx admission record.

TRUE
 FALSE

11. For youth clients a partial set of information is required.

TRUE
 FALSE

12. When is discharge data collected?

Whenever there is a change in the life domains.
 When a client leaves the treatment service into which they were admitted.
 At the end of every scheduled appointment.
 Never. Discharge data is not a CalOMS reporting requirement.

13. If the elapsed time between the end of one service set (detox) and the beginning of another service set (outpatient) is less than ____ days, then these two service sets (detox and outpatient treatment) will be considered a "treatment episode".

15
 30
 45

14. Discharge data is collected during the discharge-planning interview with the CalOMS Tx questions being a base for a conversation about the client's _____.

living situation
 plans for the future
 employment opportunities
 all of the above

15. What data is collected for CalOMS Tx?

Personal contact information
 Credit card
 Discharge

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Once you select an answer for each question, you can click on Submit to see your score. Once you receive your score, you have the following options: **Retake Exam**, **Review Content** or **Exit Exam**, as displayed in an example below.

The screenshot shows the following interface elements:

- Header:** CALIFORNIA DEPARTMENT OF ALCOHOL AND DRUG PROGRAMS. Navigation links: Home, Treatment, Prevention, Licensing, Criminal Justice, Problem Gambling, Data Systems. Search bar with 'GO' button and location selection (California, This Site).
- Left Sidebar:**
 - Getting Started:** Welcome, Training Overview, Training Lessons Overview.
 - Training Lessons:** The Importance of the CalOMS Tx, What Data is Required from Providers?, How CalOMS Tx Fits Into Treatment Plans, CalOMS Tx Interviews.
 - User Management:** Manage Users.
 - My Account:** Training Exam History, Change Password.
 - Other Links:** Reference Links, Send Feedback, Training Questions?, Logout.
- Main Content Area:**
 - Title:** Training Lesson Exam: How CalOMS Tx Fits Into Treatment Plans
 - Message:** **Sorry - You did not achieve a passing score. A minimum passing score of 70% is required. Your score is 13%.**
 - Buttons:** Retake Exam, Review Content, Exit Lesson.
 - Questions:**
 - Q1 (Incorrect):** What is an Administrative Discharge?
 - Requires collection and reporting of the full discharge data set for all persons 18 years of age or older.
 - Allows collection and reporting of the partial youth data set for all persons aged 17 or younger.
 - Allows collection and reporting of a minimal data set when a person discontinues treatment and is unavailable to complete a discharge interview.**
 - Q2 (Correct):** It is very important to obtain answers to all the discharge questions from every client to enable a measurement of change in the client's life between admission and discharge to be documented.
 - TRUE**
 - FALSE
 - Q3 (Correct):** When should CalOMS Tx annual updates be collected and reported?
 - When clients are in treatment for a period of 2 years or more, continuously, with no break in services exceeding one week.
 - When clients are in treatment for a period of 12 months, continuously, with no break in services exceeding 30 days.**
 - Never. Not required for CalOMS Tx data reporting requirements.
 - Q4 (Correct):** Outcome information related to the ___ life domains is utilized as a baseline to compare to the discharge data set.
 - 5
 - 6
 - 7
 - 8

Retake Exam- click on this button and the exam screen will refresh, giving you an opportunity to retake the exam. All previously filled answers will be blanked out.

Review Content- click on this button and you will be taken back to the Introduction screen of this Lesson.

Exit Exam- click on this button and you will be taken back to the Training Lesson Overview screen where you can select a Lesson and go through all chapters within that Lesson.

Lesson 4: CalOMS Tx Interviews

Click on **CalOMS Tx Interviews** and it will take you to the Training Lesson screen, displayed in **Figure 11**.

Click on the **Start Lesson** button and it will take you to the first chapter in the current lesson.

Click on the **Table of Contents** button on the lesson's introduction screen and it will take you to the Table of Contents screen displayed in **Figure 12**. This screen lists all the chapters within the lesson.

The screenshot shows the 'Training Lesson: CalOMS Tx Interviews' page. The header includes the California Department of Alcohol and Drug Programs logo and navigation links. The left sidebar contains a 'Getting Started' section with links to Welcome, Training Overview, and Training Lessons Overview. The 'Training Lessons' section lists 'The Importance of the CalOMS Tx', 'What Data is Required from Providers?', 'How CalOMS Tx Fits Into Treatment Plans', and 'CalOMS Tx Interviews'. Below this are 'User Management' (Manage Users), 'My Account' (Training Exam History, Change Password), and 'Other Links' (Reference Links, Send Feedback, Training Questions?, Logout). The main content area is titled 'INTRODUCTION' and includes a welcome message, a paragraph explaining the lesson's purpose, a list of learning objectives, a 'Target Audience' section, and an 'Estimated Completion Time: (time)' section. At the bottom, there are two buttons: 'Start Lesson' and 'Table of Contents'. A footer at the very bottom contains 'Back to Top' and 'Contact Us' links.

Figure 11

Table of Contents

Click on the **Table of Contents** button and it will take you to the following screen where you can jump to any of the chapters within the lesson. You have the option to go to the Summary of Key Learning Points screen as well as the Take Exam screen.

The screenshot displays the user interface for the 'Training Lesson: CalOMS Tx Interviews'. At the top, there is a navigation bar with the California Department of Alcohol and Drug Programs logo and a search bar. Below the logo is a menu with options: Home, Treatment, Prevention, Licensing, Criminal Justice, Problem Gambling, and Data Systems. The main content area is titled 'Training Lesson: CalOMS Tx Interviews' and includes a 'Help' link. The 'Table of Contents' section lists four chapters, each with a brief description and a list of key questions:

- CHAPTER 1: The Importance of CalOMS Tx Data to the AOD Service Delivery System**
This chapter explains why CalOMS Tx data is important for measuring the quality and effectiveness of the California AOD services delivery system. It answers the following questions:
 - Why is reliable, accurate and complete data important?
 - What is evidence-based practice?
 - Why is data important to treatment programs and clients?
- CHAPTER 2: Helping the Client Understand the Importance of Accurate and Complete CalOMS TX Data**
This chapter explains how a client's understanding of the importance of CalOMS Tx data encourages the collection of accurate and complete information. It answers the following questions:
 - What is the relationship between the data gathered and the offering of quality treatment services?
 - What is de-identified data?
 - How is client data protected?
- CHAPTER 3: The Interview Process**
This chapter explains steps in the process of collecting CalOMS Tx data. It answers the following questions:
 - What should the client know before the interview begins?
 - What is the best way to use the admission interview questions to structure the discharge interview?
 - How can discharge questions be used in helping the client plan for the future?
 - What are the CalOMS Tx Questions?
- CHAPTER 4: Interviewing Techniques**
This chapter explains the specific techniques, i.e., keywords, question phrasing, question grouping and motivational interviewing, that the interviewer can employ to elicit accurate and complete responses from the client during the admission and discharge interviews. It answers the following questions:
 - Are keywords and phrasing important?
 - Why is it important to group questions together?
 - What are some Motivational Interviewing Techniques?

At the bottom of the page, there are links for 'Back to Top' and 'Contact Us'. A logo for AODP (Alcohol and Drug Programs) is also visible in the bottom left corner of the interface.

Figure 12

Start Lesson

Chapter 1: The Importance of CalOMS Tx Data to the AOD Service Delivery System

Once you click on the **Start Lesson** button, you will go to the following screen:

The screenshot displays the CalOMS Tx web-based training interface. At the top, the logo for the California Department of Alcohol and Drug Programs (ADP) is visible, along with navigation links for Content, Footer, and Accessibility. A search bar and location selector (California, This Site) are also present. The main navigation menu includes Home, Treatment, Prevention, Licensing, Criminal Justice, Problem Gambling, and Data Systems. The left sidebar contains sections for Getting Started, Training Lessons, User Management, My Account, and Other Links. The main content area is titled "Training Lesson: CalOMS Tx Interviews" and "CHAPTER 1: The Importance of CalOMS Tx Data to the AOD Service Delivery System". The text discusses the importance of reliable, accurate, and complete data for treatment planning and implementation. It includes a list of bullet points defining these terms and a paragraph explaining the development of CalOMS Tx questions. At the bottom, there are buttons for Exit, TOC, Print, Previous, and Next, and a footer with "Back to Top" and "Contact Us" links.

Exit- click on this button to exit out of the Chapter and return to the Training Lesson Overview screen.

TOC- click on this button to go to the Table of Contents screen. This screen lists all the chapters for each lesson.

Print- click on this button to print the current content.

Previous- click on this button to go back to the previous screen in the current chapter.

Next- click on this button to move to the next screen in the current chapter.

Click on the **Next** button and it will allow you to move to the next screen in the current chapter.

Once you click on **Next**, you will go to the following screen:

CA .GOV CALIFORNIA DEPARTMENT OF ALCOHOL AND DRUG PROGRAMS

Skip to: [Content](#) | [Footer](#) | [Accessibility](#) Search [GO](#)
 California This Site

[Home](#) [Treatment](#) [Prevention](#) [Licensing](#) [Criminal Justice](#) [Problem Gambling](#) [Data Systems](#)

Getting Started
 → [Welcome](#)
 → [Training Overview](#)
 → [Training Lessons Overview](#)

Training Lessons
 → [The Importance of the CalOMS Tx](#)
 → [What Data is Required from Providers?](#)
 → [How CalOMS Tx Fits Into Treatment Plans](#)
 → [CalOMS Tx Interviews](#)

User Management
 → [Manage Users](#)

My Account
 → [Training Exam History](#)

Training Lesson: CalOMS Tx Interviews [Help](#)

CHAPTER 1: The Importance of CalOMS Tx Data to the AOD Service Delivery System

What is evidence-based practice?

Collecting and analyzing data from AOD treatment programs shows the relative effectiveness of different treatment approaches for each of the many sub-populations served by CalOMS Tx. Observations made by those who work in the AOD treatment field confirm that certain populations do better in a particular treatment modality, or setting, than do other populations. Data-driven information can show if observations are true or not, and, if true, what is it about those programs that are beneficial, and how to replicate it.

For instance, common wisdom in our field may tell us that women and children's programs (perinatal) are more effective when provided in homelike environments with a smaller group size than larger programs in more institutional settings. However, we cannot know for sure that this is true until we compare the outcomes of those smaller programs against outcomes for larger programs. Before we can make that comparison, we have to specify which outcomes we will measure.

For example, in perinatal programs: Of the women referred from Child Protective Services (CPS), how many increased the number of children living with them at discharge, who were not living with them at admission?

With CalOMS Tx data collection, we have the ability to make comparisons for all of our treatment populations. By collecting reliable, accurate, and complete data, we can then use that knowledge to help all programs increase the positive outcomes for their clients, and to train staff in those treatment technologies. This is what "evidence-based" programs mean: using documented positive outcomes, based on factual data from treatment programs, to design and deliver service.

Chapter 1 of 5, page 2 of 9 [Exit](#) [TOC](#) [Print](#) [Previous](#) [Next](#)

Click on the **Next** button to go to the following screen:

CA .GOV CALIFORNIA DEPARTMENT OF ALCOHOL AND DRUG PROGRAMS

Skip to: [Content](#) | [Footer](#) | [Accessibility](#) Search [GO](#)
 California This Site

[Home](#) [Treatment](#) [Prevention](#) [Licensing](#) [Criminal Justice](#) [Problem Gambling](#) [Data Systems](#)

Getting Started
 → [Welcome](#)
 → [Training Overview](#)
 → [Training Lessons Overview](#)

Training Lessons
 → [The Importance of the CalOMS Tx](#)
 → [What Data is Required from Providers?](#)
 → [How CalOMS Tx Fits Into Treatment Plans](#)
 → [CalOMS Tx Interviews](#)

User Management
 → [Manage Users](#)

My Account
 → [Training Exam History](#)
 → [Change Password](#)

Training Lesson: CalOMS Tx Interviews [Help](#)

CHAPTER 1: The Importance of CalOMS Tx Data to the AOD Service Delivery System

Why is data important to treatment programs and clients?

ADP is the single state agency authorized by the legislature to receive and distribute state and federal funding to provide AOD treatment services in the State of California. ADP is charged with providing the most up-to-date, effective treatment services available to help people in this state who suffer from AOD problems. To do so, ADP relies on counties and state-contracted providers to provide AOD services to help the variety of clients that enter treatment.

All states, as a condition of their ongoing federal funding, must collect the admission and discharge outcome data for all clients receiving treatment services and send it to the federal government. The analysis completed on this data is then reported to Congress. Along with informing Congress about the states ability to provide treatment services, the data gives ADP, the counties, and state-contracted providers' information about client functioning levels in many areas of their lives.

ADP also uses the data in other ways. The CalOMS Tx data is used in determining the allocation of Substance Abuse and Crime Prevention Act (SACPA) funds to the counties, facilitates estimating the Drug-Medi-Cal cost, gives us client counts in programs such as perinatal and youth. It also gives us counts of clients in all modalities, including Narcotic Treatment Programs (NTP), which is also reported to the Legislature.

It is imperative that programs determine how to be cost-effective; they may need to serve additional clients with a fixed amount of funding, and still provide a favorable rate of positive outcomes. Both of these criteria must be weighed and balanced to assure that we are serving as many people as possible, and serve them well. In order for good decisions to be made that will have a positive impact on the greatest number of people, reliable, accurate, and complete information must be collected from every client served. The quality of services provided, and the trust of the citizens whose taxes pay for those services, depends on it. The collection of reliable, accurate, and complete information is dependent upon you, the interviewer.

Chapter 1 of 5, page 3 of 9 [Exit](#) [TOC](#) [Print](#) [Previous](#) [Next](#)

Summary of Key Learning Points

Click on the **Next** button to go to the Key Learning Points screen.

The screenshot shows the CalOMS Tx web-based training interface. At the top, there is a navigation bar with the CalOMS Tx logo and the text "CALIFORNIA DEPARTMENT OF ALCOHOL AND DRUG PROGRAMS". To the right of the logo, there are links for "Skip to: Content | Footer | Accessibility" and a search box with a "GO" button. Below the navigation bar, there is a horizontal menu with tabs for "Home", "Treatment", "Prevention", "Licensing", "Criminal Justice", "Problem Gambling", and "Data Systems". The main content area is divided into two columns. The left column contains a sidebar with sections: "Getting Started" (with links for Welcome, Training Overview, and Training Lessons Overview), "Training Lessons" (with links for The Importance of the CalOMS Tx, What Data is Required from Providers?, How CalOMS Tx Fits Into Treatment Plans, and CalOMS Tx Interviews), and "User Management" (with a link for Manage Users). The right column displays the current training lesson: "Training Lesson: CalOMS Tx Interviews" with a "Help" link. Below this, it shows "CHAPTER 1: The Importance of CalOMS Tx Data to the AOD Service Delivery System" and "Summary of Key Learning Points". The text explains that this chapter provided an explanation of why CalOMS Tx data is important for measuring the quality and effectiveness of various methods of delivering substance abuse treatment. It then lists five key points: 1. How CalOMS Tx data is used to measure program quality and effectiveness. 2. How CalOMS Tx data supports our observations about treatment. 3. The importance of reliable, accurate, and complete data in measuring program quality and effectiveness, especially positive treatment outcomes for clients. 4. How evaluation of program effectiveness and client outcomes at discharge contributes to the establishment of evidence-based practices. 5. How federal and state governments use the outcome data for funding distribution. At the bottom of the main content area, there is a navigation bar with buttons for "Exit", "TOC", "Print", "Previous", and "Next".

Test Your Knowledge

Click on the **Next** button to go to the Test Your Knowledge screen.

Click on the **Reveal Answer** button and it allows you to check the submitted answer and displays the correct answer.

The screenshot shows the CalOMS Tx web-based training interface at the "Test Your Knowledge" screen. The layout is similar to the previous screenshot, but the main content area now displays a question: "Why do you collect CalOMS Tx client treatment data before and after treatment?". There are three radio button options: "To refer clients to other services.", "To measure the effectiveness of treatment.", and "To determine if the client had a birthday while in treatment.". Below the question, there is a "Reveal Answer" button, which is highlighted with a red circle. The navigation bar at the bottom shows "Chapter 1 of 5, page 5 of 9" and buttons for "Exit", "TOC", "Print", "Previous", and "Next".

If you don't know the answer to the question, you can click on **Reveal Answer** which will display the correct answer. See the following screen for an example:

Click on the **Next** button to go to the following screen:

The screenshot shows the CalOMS Tx web-based training interface. At the top, there is a logo for the California Department of Alcohol and Drug Programs and a search bar. Below the logo is a navigation menu with links for Home, Treatment, Prevention, Licensing, Criminal Justice, Problem Gambling, and Data Systems. The main content area is titled "Training Lesson: CalOMS Tx Interviews" and "CHAPTER 1: The Importance of CalOMS Tx Data to the AOD Service Delivery System". Under the heading "Test Your Knowledge", there is a question: "Why must data be reliable, accurate, and complete?". The options are:

- To plan future treatment systems
- Implement promising treatment elements
- To be state and federal compliant
- all of the above

 Below the question is a "Reveal Answer" button. At the bottom of the page, there is a navigation bar with buttons for Exit, TOC, Print, Previous, and Next. The page number is "Chapter 1 of 5, page 6 of 9".

Click on the **Next** button to go to the following screen:

The screenshot shows the CalOMS Tx web-based training interface. At the top, there is a logo for the California Department of Alcohol and Drug Programs and a search bar. Below the logo is a navigation menu with links for Home, Treatment, Prevention, Licensing, Criminal Justice, Problem Gambling, and Data Systems. The main content area is titled "Training Lesson: CalOMS Tx Interviews" and "CHAPTER 1: The Importance of CalOMS Tx Data to the AOD Service Delivery System". Under the heading "Test Your Knowledge", there is a question: "Complete data means that all of the CalOMS Tx questions are answered before and after treatment for each one of the client's life domains." The options are:

- TRUE
- FALSE

 Below the question is a "Reveal Answer" button. At the bottom of the page, there is a navigation bar with buttons for Exit, TOC, Print, Previous, and Next. The page number is "Chapter 1 of 5, page 7 of 9".

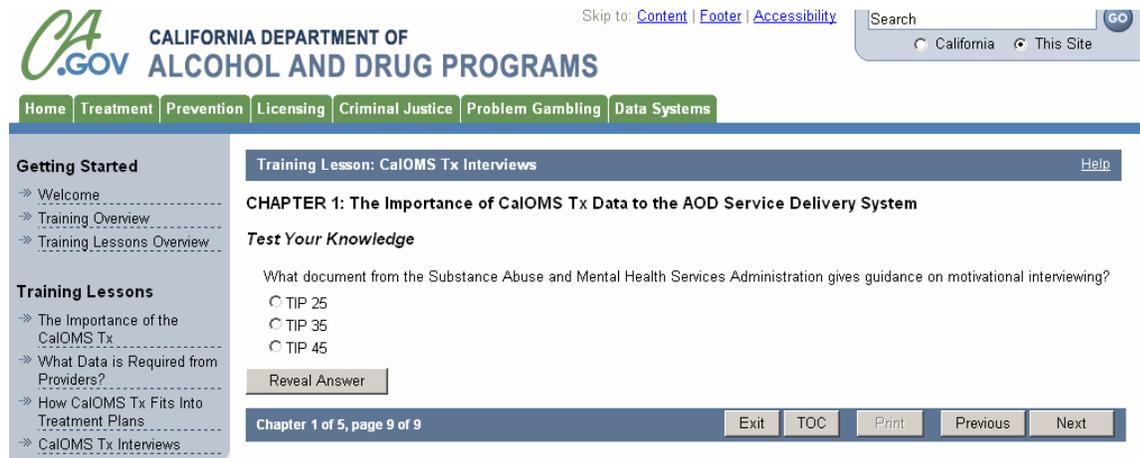
Click on the **Next** button to go to the following screen:

The screenshot shows the CalOMS Tx web-based training interface. At the top, there is a logo for the California Department of Alcohol and Drug Programs and a search bar. Below the logo is a navigation menu with links for Home, Treatment, Prevention, Licensing, Criminal Justice, Problem Gambling, and Data Systems. The main content area is titled "Training Lesson: CalOMS Tx Interviews" and "CHAPTER 1: The Importance of CalOMS Tx Data to the AOD Service Delivery System". Under the heading "Test Your Knowledge", there is a question: "This phrase refers to treatment approaches, intervention and services which have been researched and shown to make a positive difference." The options are:

- Evidence-based practice
- Co-occurring disorders
- Substance Abuse and Crime Prevention Act (SACPA)

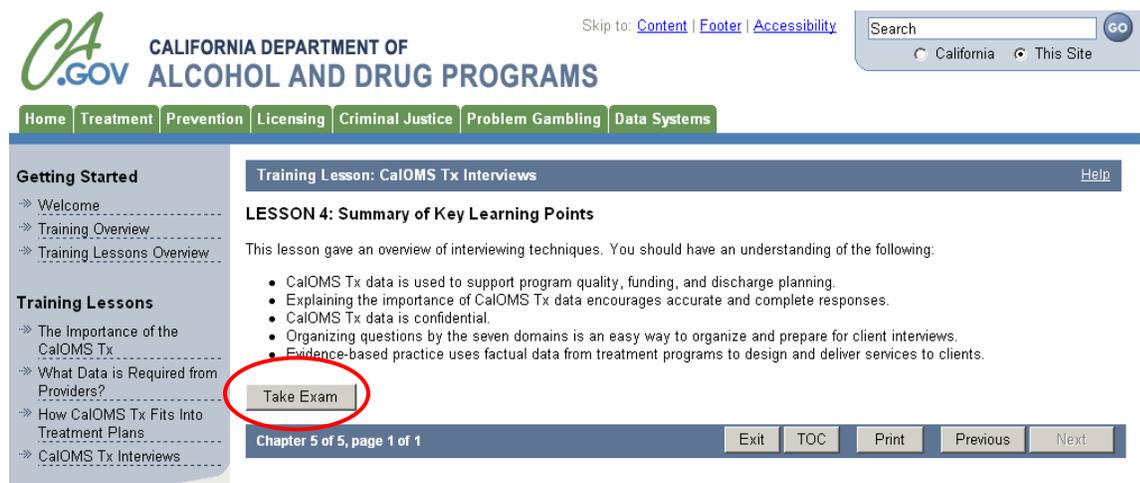
 Below the question is a "Reveal Answer" button. At the bottom of the page, there is a navigation bar with buttons for Exit, TOC, Print, Previous, and Next. The page number is "Chapter 1 of 5, page 8 of 9".

Click on the **Next** button and you will be taken to the following screen:



Click on the **Next** button to go to Chapter 2 of the Lesson. **The process described in Chapter 1 applies to all the remaining Chapters as well.**

Once you have completed all the Chapter reviews for this Lesson (What Data is Required from Providers?) you will be taken to the **Summary of Key Learning Points** screen. You can get to this screen two different ways. (1) As you navigate through each chapter, the **Next** button, located on the last screen of the last Chapter, will take you to the **Summary of Key Learning Points** screen. (2) If you click on the **TOC** button from any screen, you will be taken to the **Table of Contents** screen where you will find the **Summary of Key Learning Points** link.



Once there, click on the **Take Exam** button to take the exam for this Lesson. Once you click on the **Take Exam** button, you will see the following screen:

The screenshot displays the website for the California Department of Alcohol and Drug Programs. The header includes the logo, navigation menu (Home, Treatment, Prevention, Licensing, Criminal Justice, Problem Gambling, Data Systems), and a search bar. The main content area is titled "Training Lesson Exam: CalOMS Tx Interviews" and contains 11 multiple-choice questions. A sidebar on the left provides navigation options for getting started, training lessons, user management, and account settings.

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ADP

Training Lesson Exam: CalOMS Tx Interviews [Help](#)

Instructions for taking the exam would go here.

- The annual update questions are due two years after the client has been in treatment.
 - TRUE
 - FALSE
- In order for good decisions to be made that will have a positive impact on the greatest numbers of people _____ information must be collected from each and every client served.
 - reliable, accurate and complete
 - program treatment service
 - prevention
- If a client decides an answer to the CalOMS Tx questions was not honest, they should tell the interviewer so the answer can be _____.
 - ignored
 - corrected and re-submitted
 - used during discharge data collection
- Motivational Interviewing Techniques can encourage honest, accurate, and complete responses to the interview questions.
 - TRUE
 - FALSE
- Interviewing techniques that encourage honest, accurate, and complete responses are _____ Interviewing techniques discussed in TIP 35.
 - Intentional
 - Motivational
 - Quick
- The CalOMS Tx questions are based on the seven life domains which are alcohol, drug, employment, legal, medical, psychological and family/social.
 - TRUE
 - FALSE
- All reports generated by CalOMS Tx data show personal information on every client treated.
 - TRUE
 - FALSE
- If the county knew that their CalOMS Tx data demonstrated that many clients were unemployed at admission and remained unemployed at discharge. A county can use this data to justify _____.
 - funding a job seeking skills class
 - not funding a job seeking skills class
 - requesting additional staff
- Whenever a client's data is sent to ADP, the system searches the personal identifiers to determine if this client already exists in the system.
 - TRUE
 - FALSE
- Complete data means that all of the CalOMS Tx questions are answered before and after treatment for each one of the client's life domains.
 - TRUE
 - FALSE
- At the beginning of the discharge interview review with the client the overview of the interview process and remind the client that _____.
 - there is a need for accurate and complete information
 - correct information is important because it guides development of future treatment programs
 - all of the above

12. Interviewers should develop an overall _____ in the way that they conduct their interviews so that responses are not altered based on different phrasing in the question.

- client relationship and similarity
- in-charge attitude and take control
- style and consistency

13. Successful outcomes for clients in AOD treatment programs can help convince legislators and other policy makers that funding AOD programs makes sense.

- TRUE
- FALSE

14. Which of the following groups represent the seven domains?

- Alpine, Contra Costa, Kings, Madera, Humboldt, Sacramento, Nevada
- Honda, Chevrolet, Toyota, General Motors, Ford, Volkswagen, BMW
- alcohol use, drug use, employment, legal, medical, psychological and family/social

15. Reliable data means that the answers are consistent. If we ask the client the same questions a second time, they would provide the same answer.

- TRUE
- FALSE

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Once you select an answer for each question, you can click on Submit to see your score. Once you receive your score, you have the following options: **Retake Exam**, **Review Content** or **Exit Exam**, as displayed in an example below.



CALIFORNIA DEPARTMENT OF
ALCOHOL AND DRUG PROGRAMS

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X

Sorry - You did not achieve a passing score.
A minimum passing score of 70% is required.
Your score is 40%

- ✓ 1. The annual update questions are due two years after the client has been in treatment.
 - TRUE
 - FALSE

- ✓ 2. In order for good decisions to be made that will have a positive impact on the greatest numbers of people _____ information must be collected from each and every client served.
 - reliable, accurate and complete
 - program treatment service
 - prevention

- ✓ 3. If a client decides an answer to the CalOMS Tx questions was not honest, they should tell the interviewer so the answer can be _____.
 - ignored
 - corrected and re-submitted
 - used during discharge data collection

- ✓ 4. Motivational Interviewing Techniques can encourage honest, accurate, and complete responses to the interview questions.
 - TRUE
 - FALSE

- ✓ 5. Interviewing techniques that encourage honest, accurate, and complete responses are _____ Interviewing techniques discussed in TIP 35.

Retake Exam- click on this button and the exam screen will refresh, giving you an opportunity to retake the exam. All previously filled answers will be blanked out.

Review Content- click on this button and you will be taken back to the Introduction screen of this Lesson.

Exit Exam- click on this button and you will be taken back to the Training Lesson Overview screen where you can select a Lesson and go through all chapters within that Lesson.

Taking The Lesson Exam

In order to get a Certificate of Completion, you must take an exam after each lesson. To do so click on the **Lesson Exam** button at the bottom of the lesson summary screen.

Once you complete the exam you will be scored based on the percentage of correct responses achieved. For example, if a user gets 13 out of 15 exam questions correct their exam will be given a score of 87%. A passing score has been determined to be an exam score of 70% or greater. This means that a user will need to get a minimum of 11 correct responses to successfully pass the exam. Your score will be presented along with a green text message and checkmark indicating a passing score has been achieved. You will have the opportunity to click the Print Certificate button at this point to produce a printable certificate signifying your successful mastery of the lesson learning content.

Questions answered correctly will be highlighted in green and will have a **green** check mark next to the exam question number. Questions answered incorrectly will have a red **X** mark next to the exam question number. And the correct answer will show in green text. The Exam Pass screen is displayed in **Figure 13** below.

The screenshot shows the 'Exam Pass Screen' for the 'Training Lesson Exam: The Importance of the CalOMS Tx'. The page features a navigation sidebar on the left with sections: 'Getting Started' (Welcome, Training Overview, Training Lessons Overview), 'Training Lessons' (The Importance of the CalOMS Tx, What Data is Required from Providers?, How CalOMS Tx Fits Into Treatment Plans, CalOMS Tx Interviews), 'User Management' (Manage Users), 'My Account' (Training Exam History, Change Password), and 'Other Links' (Reference Links, Send Feedback, Training Questions?, Logout). The main content area displays a large green checkmark and the text 'Congratulations - You Passed! Your score is 73%'. Below this is a 'Print Certificate' button. A list of six exam questions follows, each with a green checkmark or a red 'X' indicating the result, and radio buttons for 'TRUE' and 'FALSE' answers.

Question Number	Question Text	Result	Correct Answer
1.	The CalOMS Tx Help Desk can help you locate and download CalOMS Tx documents from the ADP website.	✓	TRUE
2.	CalOMS Tx Data Quality Standards are descriptions of submission rules and errors messages.	✓	TRUE
3.	Creating the CalOMS Tx SACPA report and comparing it to county counts in their local data base and working with ADP to resolve discrepancies ensures consistent SACPA funding levels.	✗	FALSE
4.	The Data Collection Guide is designed for anyone involved in collecting and reporting CalOMS Tx data to ADP.	✓	TRUE
5.	CalOMS Tx data collection and submission is the only way that ADP can document to the federal government that services have been provided to treatment clients.	✓	TRUE
6.	The domains represent meaningful, real life, outcomes for people who are striving to attain and sustain recovery, build resilience,	✗	FALSE

Figure 13: Exam Pass Screen

Part 4: My Account

Training Exam History

This Training Exam History screen stores the history of your results from previous lesson exams. All exams are grouped by the specific lesson title with the date of the exam(s), score and the results (pass or did not pass) displayed under the lesson title. Unsuccessful exam attempts are displayed with a red **Did Not Pass** result and the **Print Certificate** button does display. Successful attempts are displayed with a green **Pass** result and the **Certificate** button is displayed which allows you to print your certificate (see the red circle in **Figure 14**). Click on the **Print Certificate** button and it will produce a printable certificate of completion with the date of the successful exam. If you want to review the lesson, click on the lesson name. To retake an exam without reviewing a lesson, simply click on the underlined **Take Exam** link.

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Other Links

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Training Exam History
[Help](#)

This Training Exam History screen stores the history of your lesson attempts. All exams attempts are grouped by the specific lesson title with the date of the exam(s), score and the results (pass or did not pass) displayed under the lesson title. Unsuccessful exam attempts are displayed with a red "Did Not Pass" and do not show a print certificate button. Successful attempts are displayed with a green "Pass" and a button that allows the user to print their certificate. Clicking the "Print Certificate" button will produce a printable certificate of completion with the date of the successful exam displayed. If you want to return to the lesson, click on the lesson name. To retake an exam without reviewing a lesson, simply click on the underlined "Retake Exam".

The Importance of the CalOMS Tx [Take Exam](#)

Exam Date	Score	Results	
05/14/2008	67%	Did Not Pass	
05/14/2008	50%	Did Not Pass	
05/14/2008	83%	Pass	Print Certificate

What Data is Required from Providers? [Take Exam](#)

Exam Date	Score	Results
05/14/2008	0%	Did Not Pass

How CalOMS Tx Fits Into Treatment Plans [Take Exam](#)

Exam Date	Score	Results
-----------	-------	---------

Figure 14: Training Exam History Screen

Lesson Certificate

If you pass the exam, the **Print Certificate** button will be shown on the screen. Click the **Print Certificate** button to print the Certificate of Completion. The lesson certificate screen will present you with a certificate is formatted for printing. The certificate will signify that you have successfully passed the final exam for a specific lesson. The lesson certificate will contain the name of the lesson, the date that the lesson's final exam was successfully completed and the user's full name (as it exists in their user profile). The print Certificate screen is displayed in **Figure 15**.



Figure 15: Print Certificate

Logging Out

To log out of the system, click the **Logout** link on the left navigation bar. This brings the user to the Login screen.

To logout and close the system, click the  in the upper right hand corner of the window. You do not need to click the **Logout** link first.

Part 5: Other Links

Reference

The **Reference Links** screen provides you with one click access (see the red circle in **Figure 16**) to information associated with the CalOMS Tx system.

To access any of these documents click on the hyperlink.

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Reference Links Help

This screen provides a list of documents referenced in the CalOMS Tx Web-based training. By clicking on any of the titles listed below, you will be able to view the document in its entirety.

Links to ADP's Website

Department of Alcohol and Drug Programs website www.adp.ca.gov

California Outcomes Monitoring System, Treatment website www.adp.ca.gov/CalOMS/CalOMSmain.html

- Data Collection Guide www.adp.ca.gov/CalOMS/pdf/CalOMS_Data_Collection_Guide_2007-05.pdf
- Data Dictionary www.adp.ca.gov/CalOMS/pdf/CalOMS_Data_Dictionary_4-2008.pdf
- Treatment Reports Overview www.adp.ca.gov/CalOMS/pdf/Reports_Overview_July_2007.pdf

Information about California Treatment Outcome Project http://www.adp.ca.gov/caltop/gen_info.shtml

Negotiated Net Amount and Drug Medi-Cal County Contract Boilerplate Support Files www.adp.ca.gov/NNA/support_files.shtml

Links to Other Websites

Code of Federal Regulations Title 42 www.gpoaccess.gov/cfr/index.html

Health Insurance Portability and Accountability Act www.adp.ca.gov/hp/hipaa.shtml

National Outcome Measures www.nationaloutcomemeasures.samhsa.gov

Personal Information Act of 2005 www.legislature.ca.gov/cgi-bin/port-postquery

Treatment Improvement Protocol 35 (TIP 35) www.kap.samhsa.gov/products/manuals/tipcurriculum

Internet

Figure 16: Source Hyperlink Screen

Send Feedback

The Send Feedback screen is available from the left hand navigation bar and will provide the user with the ability to share feedback with ADP (see the red circle in **Figure 17** below). The screen presents a series of formatted questions and a freeform text box to provide additional comments.

Click the **Send Feedback** button to send your comments, and click the **Clear Form** button to delete information and start over.

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Send Feedback

Your opinion is important to us and we appreciate you taking a moment to give us feedback about the CalOMS Tx Web-based Training. Our goal is to improve this training so that it becomes an informative and useful tool for the AOD field.

Did the lessons give you new information about CalOMS Tx?

Yes No

Was the information in the lessons clear and concise?

Yes No

Will the information be helpful in performing your job?

Yes No

How would you rate the overall CalOMS Tx Web-based Training?

Poor Fair Average Good Excellent

Where do you work?

County AOD office Provider site State-contracted provider site State AOD office

Please type any questions or comments in the box below and click the Send Feedback button to submit.

Figure 17: Send Feedback Screen

Glossary

AA – Alcoholics Anonymous.

ADP – The Department of Alcohol and Drug Programs.

AIDS – Acquired Immune Deficiency Syndrome.

AOD - Alcohol and other Drug.

CADDS – The California Alcohol and Drug Data System.

CalOMS Tx - California Outcomes Measurement System – Treatment.

CalTOP – California Treatment Outcome Project, the CalOMS Tx pilot program.

CalWORKs – California Work Opportunity and Responsibility to Kids Program.

CDCR – California Department of Corrections and Rehabilitation (number).

CFR 42 – The Code of Federal Regulations 42, Part 2.

County-Contracted Provider – An AOD service provider who contracts directly with the County.

County User – A county-contracted AOD service provider.

DMC – Drug Medi-Cal.

Domains – The seven life areas in a client’s life: Alcohol use, Drug use, Employment/Education, Legal/Criminal Justice, Medical/Physical, Psychological, Family/Social.

DUI – Driving Under the Influence.

DWI – Driving While Intoxicated.

ER – Emergency Room.

FSN – Form Serial Number.

FOTP – Female Offender Treatment Program.

HIPAA – Health Information Portability and Accountability Act.

HEP C – Hepatitis C.

HIV – Human Immunodeficiency Virus.

ID – Identification.

NOMS – **National** Outcomes Measures.

MBA – Minimum Base Allocation.

NNA – Net Negotiated Amount.

NTP – Narcotic Treatment Program.

OTP – Offender Treatment Program.

PNA – Provider No Activity.

PSN – Parole Services Network.

SACPA – Substance Abuse and Crime Prevention Act, i.e., Proposition 36.

SAMHSA – Substance Abuse and Mental Health Services Administration.

SAPT – Substance Abuse Prevention and Treatment (SAPT) Block Grant.

SB13 – Senate Bill 13: Personal Information Act of 2005.

State-Contracted Provider – Previously known as a Direct” provider. An AOD service provider who contracts directly with the State.

TEDS – Treatment Episode Data Set.

TIP 35 – Treatment Improvement Protocol.

Tx – Treatment.

TOC – Table of Contents.

UCI – Unique Client Identifier.

WBT – Web-based Training.

REFEENCE LINKS

Links to ADP's Website

- Department of Alcohol and Drug Programs website
<http://www.adp.ca.gov>
- California Outcomes Measurement System, Treatment website
<http://www.adp.ca.gov/CalOMS/CalOMSmain.shtml>
- Data Collection Guide
http://www.adp.ca.gov/CalOMS/pdf/CalOMS_Data_Collection_Guide.pdf
- Data Dictionary
http://www.adp.ca.gov/CalOMS/pdf/CalOMS_Data_Dictionary_4-2008.pdf
- Treatment Reports Overview
http://www.adp.ca.gov/CalOMS/pdf/Reports_Overview_July_2007.pdf
- Information about California Treatment Outcome Project
http://www.adp.ca.gov/caltop/gen_info.shtml
- Negotiated Net Amount and Drug Medi-Cal County Contract Boilerplate Support Files
http://www.adp.ca.gov/NNA/support_files.shtml

Links to Other Websites

- Code of Federal Regulations Title 42
<http://www.gpoaccess.gov/cfr/index.html>
- Health Insurance Portability and Accountability Act
<http://www.adp.ca.gov/hp/hipaa.shtml>
- National Outcome Measures
<http://www.nationaloutcomemeasures.samhsa.gov>
- Treatment Improvement Protocol 35 (TIP 35)
<http://www.kap.samhsa.gov/products/manuals/tipcurriculum>