



Process to Correct CANS-NY Errors within the UAS-NY

When selecting the incorrect Health Home in a CANS-NY, which does not match the Health Home assignment in the MAPP HHTS, or choosing the incorrect assessment type for appropriate transmittal to the MAPP HHTS for billing, the following process should be followed:

- A. Contact the Lead Health Home and inform the agency that there is an incorrect CANS-NY Assessment that needs to be recompleted
- B. Once authorized to proceed by the Lead Health Home, print the completed incorrect CANS-NY Assessment to utilize as a guide to complete a new/corrected CANS-NY Assessment, with IDENTICAL responses
- C. Complete the new CANS-NY Assessment with the corrected choice of Health Home and/or Assessment Type
- D. The CANS-NY Assessment responses and acuity **MUST** be identical to the previous CANS-NY (*This process CANNOT be utilized to change acuity outcomes or when there is a change of circumstances for the member*)
- E. The new CANS-NY should be recompleted immediately upon recognizing an error with selecting the incorrect Health Home, assessment type and/or transmittal to the MAPP HHTS
- F. The Lead Health Home will be responsible to review and ensure that the process is completed accurately and that CANS-NY responses and acuity are identical.

Please Note: *That if you have completed a CANS-NY with the assessment type of CANS-NY Assessment upon Enrollment more than once with the same Health Home identified, without breaks in service and transmitted to the MAPP HHTS, then you **MUST** notify the Health Home immediately so that the one-time only assessment payment will not be billed twice.*

The following are the various CANS-NY Assessment Types and Purpose:

- **CANS-NY Assessment upon Enrollment:** *used for any child newly enrolled in a Health Home – for both the initial time the child receives services in their lifetime and also when the child transfers from one HH into a new HH. This assessment type triggers the one-time only assessment payment in the MAPP system.*
- **CANS-NY Re-assessment at 6 months:** *used for the standard reassessment period for any child enrolled in a HH and receiving continuous services*



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- **CANS-NY Re-Assessment Prior to 6 month:** *used when a child has a change of circumstances within 6 months of the last CANS-NY conducted that warrants an early new assessment.*
- **Existing CANS upon Enrollment:** *used for NYC VFCAs IV-E program that utilizes the same CANS-NY as Health Home, for children that have had a CANS-NY assessment conducted as a part of the foster care placement process*

CANS-NY Algorithm and Acuity

The above noted process to correct a CANS-NY within the UAS-NY, cannot be utilized to change the acuity outcome of the algorithm.

Health Homes and Care Management Agencies must ensure the care plan and case records for members served, include supporting documentation for elements required by the standards for Health Home plans of care (POC), the CANS-NY Assessment and the Health Home Per-Member Per-Month (PMPM) care management acuity.

The Health Home algorithm and guidance surrounding supporting documentation was issued on October 12, 2016, Health Home Supporting Documentation for POC and PMPM Acuity Final

https://www.health.ny.gov/health_care/medicaid/program/medicaid_health_homes/2016-10-12_hh_supporting_doc.htm

Once the CANS-NY Assessment tool is signed and finalized, it cannot be unlocked to change answers to questions or change the acuity score. The CANS-NY tool should be reviewed for accuracy prior to signing and finalizing. Those new to the CANS-NY Assessment tool might want a supervisor to review prior to finalizing. All ratings should be based upon supporting documentation, which will be requested and reviewed during a CANS-NY audit.

Health Home Serving Children
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