Child and Adolescent Level of Care Utilization System (CALOCUS®)
Frequently Asked Questions

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CALOCUS- ASSESSMENT TOOL

Q1:	What is CALOCUS®?

A1:   The CALOCUS is a "standardized assessment tool that provides determination of the appropriate intensity of services needed by a child or adolescent and their family, and guides provision of ongoing service planning and treatment outcome monitoring in all clinical and community-based settings."

1. CALOCUS meets definitional criteria as a tool under contract and policy,

2. Utilize AHCCCS website for general resources, including the Medical Coding Resources, Billing Health Services Matrix, Claims Clues, AMPM 220, AMPM 320-O, AMPM 570, and current contract, and

3. Utilize national references such as CPT Manual.

AHCCCS began requiring the CALOCUS on July 1, 2021, to determine level of care for children 6-18 years of age.

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

A2:   The CALOCUS-CASII (CALOCUS) is the result of the merger between the CASII and CALOCUS. This new instrument contains streamlined language and updated descriptions of anchor points, dimensions, and service intensity levels. The CALOCUS-CASII User's Manual and asynchronous online training are both compatible with the current Deerfield electronic scoring software for the CALOCUS.

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Q3: How does the CALOCUS guide treatment?

A3: Members that score a 4, 5, or 6 on a CALOCUS will be offered High Needs Case Management (HNCM) as outlined in AMPM Policy 570. Additionally, CALOCUS can be used in conjunction with other tools to provide whole-person care and determine any additional referrals or needs of the member to be addressed. See AMPM 580 Attachment B CALOCUS Implementation Guidelines for CFT Practice Nine Essential Activities for additional information.

Q4: Can the CALOCUS be used to assess infants and toddlers?

A4: No. There is a different tool that is used to assess infants and toddlers, known as the "Early Childhood Service Intensity Instrument" (ECSII®). AHCCCS currently encourages use of the ECSII, although use of the ECSII is not required at this time.

Q5: Can the CALOCUS be used to assess adults?

A5: There is a different tool that is used to assess adults, known as the Level of Care Utilization System (LOCUS®) .

Q6: Who can conduct the CALOCUS?

A6: Any trained provider (PCP, specialist provider, etc.) working with children and adolescents is able to conduct the CALOCUS.

Q7: How long does it take to conduct a CALOCUS?

A7: Time will vary, depending on familiarity of the provider with the member and the experience of the Behavioral Health Professional (BHP) or Behavioral Health Technician (BHT) who is administering the CALOCUS.

Q8: What is the cost of the CALOCUS?

A8: There is no cost for providers to complete the CALOCUS through the AHCCCS portal or for the associated training. See Training Requirement section question 2 that outlines the process for accessing training at no cost.

Q9: Will the CALOCUS be available in another language?

A9: At the present time, the CALOCUS is not available in another language.

AHCCCS REQUIREMENTS

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

A1: AHCCCS has contracted with Deerfield Behavioral Health (Deerfield) to license the Child and Adolescent Level of Care Utilization System (CALOCUS) and Level of Care Utilization System (LOCUS) software. This also includes licensing of the integrated Electronic Health Record (EHR) products. AHCCCS has contracted with AACAP to provide training on the CALOCUS to AHCCCS registered providers, at no cost to the providers.

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

A2:   All children receiving behavioral health services are required to have a CALOCUS conducted, upon initiation of behavioral health services and updated every 6 months. Providers may accept and retain a copy of a CALOCUS completed by a referring provider within the medical record and do not need to also complete the CALOCUS, as long as the copy in the medical record has been completed within the last 6 months. If it has been more than 6 months since the last CALOCUS, or one has not previously been conducted, the provider must either have staff available who can conduct the CALOCUS, or coordinate with another provider to have one completed.

Q3:	Is the CALOCUS required for Fee-for-Service (Division of Fee for Service Management), TRBHA, and Tribal ALTCS?

A3:   The CALOCUS is not required to be used for FFS members, specifically American Indian Health Plan (AIHP), Tribal Regional Behavioral Health Authorities (TRBHA), and Tribal Arizona Long Term Care System (ALTCS) members. Regardless of whether the CALOCUS is used for FFS members, coordination with AIHP (Division of Fee for Service Management), TRBHA, and Tribal ALTCS should take place.

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

A4:   Document the refusal in the clinical chart.

AHCCCS TRAINING REQUIREMENTS

Q1:	Do all providers need to complete CALOCUS training if they serve children, even if they are a "specialty provider?"

A1:   All behavioral health providers should ensure the availability of staff that have been trained and can complete the CALOCUS should the clinical need arise. Not all staff at all providers must be trained.

Q2:	What are the steps to follow for taking the CALOCUS training?

A2:   Entering the Promo Code for the course:
1. Access AACAP's online store to view available training courses: www.aacap.org/store-onlineEC
2. Select the desired course "CALOCUS-CASII" and click on the "Add to Cart" button.
3. Click on the "Proceed to Checkout" button.
4. Existing AACAP account holders: Login using AACAP account username and password credentials.
   New AACAP Users: Create an AACAP account profile including username and password by clicking "Create a new account".
5. When checking out, enter the promotional code **AHCCCSFREE** and click apply which will provide a 100% discount.

CART CHARGES

Item Total	199.00
Shipping	0.00
Handling	0.00
TRANSACTION GRAND TOTAL	**199.00**

Charges are in USD 🇺🇸

Promotional Code: `AHCCCSFREE`   **APPLY**

6. Finally click the "Submit Order" button

Accessing the course:

1. Access AACAP's learning management system, "Pathways": www.aacap.org/pathways
2. Select "Access Your Courses"
3. Log in using your established credentials from your purchase.
4. Your course(s) will be listed on the left side of the screen.

Q3:	If a provider was trained by Deerfield, do they need to take the new training?

A3: No, providers with certificates for any of the following training are considered trained in CALOCUS and do **not** require additional training: Deerfield, AACP or AACAP. Training certificates will be uploaded into Relias and record of completion will be maintained within the learners completed training.

Q4:	How long does the CALOCUS training take to complete?

A4: The new CALOCUS training will take approximately 6 hours to complete. The safe-paced module saves the learner's progress and includes a competency exam.

Q5:	How do we know if we are conducting the CALOCUS according to fidelity requirements?

A5: Behavioral Health Professionals (BHPs) will review CALOCUS scores when reviewing assessments and service plans. BHPs will ensure that scoring aligns with needs and clinical information presented in the chart documentation. BHPs will provide clinical oversight and make recommendations based on this review, if CALOCUS score is inconsistent with clinical documentation.

Q6:	What happens if more than one provider completes a CALOCUS for the same child?

A6: Duplication of the CALOCUS administration is discussed in AHCCCS Medical Policy Manual (AMPM 320-O). Should the CALOCUS be completed by more than one provider (e.g., a provider outside of the health home), the scores shall be discussed collaboratively to address the clinical implications for treatment needs.

Q7:	Have training changes resulted in changes to the Deerfield/AHCCCS Portal?

A7: No, the Deerfield/AHCCCS portal has not changed, as a result of training changes. See next section for information regarding the portal.

AHCCCS/DEERFIELD PORTAL & EHR

Q1:	What is the Deerfield/AHCCCS portal?

A1: The CALOCUS assessment tool is completed with the [Deerfield/AHCCCS Portal](#).

For providers to use the portal, it is necessary to email [Matthew Monago](#) to request the registration code and complete an end-user agreement.When reaching out to Matthew, it is essential to identify your organization as an AHCCCS registered provider. Upon signing your agreement you will receive the necessary registration code for your organization. This code should NOT be shared outside your organization or with contractors. Each organization has their own code and it is to be used only by employees of each separately registered organization.

Once providers have received a registration code the steps below can be used to create an account:

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Go to the portal select "Click Here to Sign Up for Access" under the heading for "New Users".

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

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

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

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

Complete the New Users form with the Registration Code

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

Registration Code
Enter the Code You Received

Registration Code: [_____]

Enter the Registration Code you received in the space above.
If you did not receive a Code, contact your organization.

Choose Your ID
Select your account information

User Name: [_____]
Password: [_____]
Verify Password: [_____]

Demographics
Tell us about yourself

Full Name: [____] [____] [____]
              First   Middle   Last
Occupation: [_____]
Company: [_____]
Address: [_____]
         [_____]
City, State, Zip: [____] [____] [____]
                  City   State/Prov   Zip/Postal
Telephone: [_____]
E-Mail: [_____]

Time Zone: [(UTC-07:00) Arizona ▾]

Sign Up!
Complete your registration

☐ Click here to indicate that you have read and agree to the License Agreement and Privacy Policy.

☐ Click here to indicate that you are at least 18 years of age.

[Sign Up]   ⊗ Cancel Sign Up

The User Name and Password created will be used to log into the portal for completion of the LOCUS. Each individual staff member at your organization will create their own profile using the same registration code.

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Q2:	What member ID is required in the AHCCCS portal?

A2: The AHCCCS ID is required for enrolled members. If the member has not yet been enrolled, a "dummy" number should be used (S00000000). Providers should not use any other member identification number in this field. Specific parameters have been set to ensure correct ID number structure is followed. If any ID other than the AHCCCS ID or the dummy number identified in parentheses immediately above, the information will not be accepted.

When entering the members' AHCCCS ID into the portal, it is essential that the AHCCCS ID be verified.

Q3:	What is EHR Integration of CALOCUS?

A3: The CALOCUS can be fully integrated into the Provider EHR. Full integration will allow providers/clinicians to stay within their own EHR, resulting in ease of use and it will allow for clinical data and utilization reports to be generated within their own system. Although AHCCCS supports integration of the CALOCUS into Provider EHRs, providers may choose whether or not to integrate.

Q4:	What is the process for integrating the CALOCUS into the provider's EHR?

A4: Providers should start the process by speaking with their own EHR vendor about integrating the CALOCUS into their system. The providers and/or vendors can reach out to CALOCUS contact mmonago@journeyhealth.org for technical assistance related to EHR integration. You will be provided with information on EHR integrations. Please note that EHR integrations can take several months or more to deploy depending upon your EHR's functionality and vendor resource availability. Providers need to continue to use the AHCCCS portal until the EHR certification process is complete.

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

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

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

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

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

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

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

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

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Q9: **Who should providers contact if they have questions about CALOCUS that are not answered within these FAQs?**

A9: Providers should contact their AHCCCS contracted health plan representative and the Contractor will elevate the question to AHCCCS if necessary.