



here's info needed to....

Complete the Difficulty of Care (DOC) Assessment screen in SSIS

What is the purpose of the DOC Assessment screen?

A DOC assessment must be completed within 30 days for each child who is placed in a licensed family foster home or group family foster home. The DOC Assessment worker records the results of the assessment on this screen. Based on the child's age and DOC total points, a daily provider payment rate is determined. There is a [DOC assessment tool](#) on Edocs to aid in decision making regarding difficulty of care levels. Each agency may have its own procedures and policies around this task. Please contact your supervisor with questions.

Navigation to the SSIS DOC Assessment screen:

1. Expand the Client node.
2. Select DOC Assessments folder.
3. Right-click and select New DOC Assessment; the screen displays with the grid above it.
4. Save when completed.

Field definitions:

1. **Assessment Date:** The date the assessment was made by the worker.
2. **Effective Date:** The date the DOC rate will start for the provider.
Note: The assessment must be done within 30 days of the placement and documented in SSIS.
3. **Assessor:** The person who completed the assessment tool
4. **DOC points:** Enter the total number of points using the up and down arrows or enter the number. The worker must also enter a "0" if zero points are assessed.
5. **DOC level:** This field fills with the appropriate level after the worker tabs out of the DOC points field. In addition, there is Context-sensitive Help available when the worker clicks on the blue line under the DOC level. This correlates with the assessment tool. Use this resource to review the decision. There are four defined categories including: Behavioral, Medical, Activities of daily living, and Community.
6. **Describe behaviors and conditions:** Free text field allows a worker to explain the rationale for selecting the points assigned for the child. This is not a mandatory field.

Requirements:

1.) The Initial DOC assessment: The assessment completed after the first placement

2.) The DOC Reassessment: Must be completed minimally at the end of 12 months, upon provider request, upon change of placement facility, or if a child's level of need changes

3.) Documents in SSIS Chronology>New Document>Document Category>State: Placement:

1. Initial Difficulty of Care (DOC) Assessment Notice—**Mandatory**—Must be sent to the provider
2. Difficulty of Care (DOC)-Reassessment Notices.— **Mandatory**--Must be sent to provider

4.) The DOC points and rate display in the Service Arrangements and payments. The DOC assessment screen must be updated each time there is another assessment for the rates to be correct. The IV-E Claiming Report is created from the daily rates on payments.