

Minnesota Assessment of Parenting Children and Youth: Scoring Tab

Scoring of the **Minnesota Assessment of Parenting Children and Youth (MAPCY)** is done automatically in SSIS. An **Effective Date** must be entered on the **Setup tab**, and all relevant checkboxes must be selected on the **Document tab's** screens, or the tool will not score.

MAPCY Tool – Scoring Tab

Domain	Needs Rating	Indicator Rating	Regular Points	Special Points	Total Points
<No data to display>					

Starting Benefit Level:
 Child Care Level Increase:
 Standard Benefit Level:
 Status:

1. Select the **Scoring** tab of the MAPCY.
2. Click the **Score** button on the **Scoring** tab.

Scoring Tab - Standard MAPCY Tab Scoring Grid

Setup Document Scoring Properties Comments					
Domain	Needs Rating	Indicator Rating	Regular Points	Special Points	Total Points
A. Placement Experience	b	Significant	5		5
B. Dynamics in the Caregiver's Home	b	Extensive	5		5
C. Supervision, Guidance, & Structure	d	Extensive	12	8	20
D1. Mental Health D2. Physical Health D3. Development	c d c	Extensive	16	12	28
E. Preserving Connections	c	Exceptional	8		8
F. Developing Identity	d	Extensive	6	3	9
G. Education	c	Extensive	4	5	9
			56	28	84

Score	Starting Benefit Level:	<input type="text" value="H"/>	
	Child Care Level Increase:	<input type="text" value="1"/>	
	Standard Benefit Level:	<input type="text" value="I"/>	Status: <input type="text" value="Draft"/>
	Extraordinary Level Increase:	<input type="text" value="4"/>	Status: <input type="text" value="Draft"/>
	Final Benefit Level:	<input type="text" value="M"/>	

- Once scored, the MAPCY scoring displays. This includes the **Needs Rating** for each **Domain** along with the associated **Points**. A **Starting Benefit Level**, **Child Care Level Increase** (if applicable) and a **Standard Benefit Level** display as scored on the screen.

Hints:

- If changes must be made to the MAPCY tool, an error message displays. If the checkboxes selected on the MAPCY tool indicate that the child may qualify for Extraordinary Levels, then the Extraordinary Levels tab displays to the left of the screen beneath the Standard MAPCY tab.
- Click on the **blue underlined text** for further clarification in answering a question

Scoring Tab – Extraordinary Levels Tab

Based on this young person's score, needs, and supervision level, it is possible that this young person qualifies for one or more Extraordinary Level Increases. Please consider these questions:

Resides with Caregiver:
Does this young person currently physically reside with the caregiver(s) in the caregiver(s) home?

Yes
 No (this child is not eligible for Extraordinary Level Increases)

Status: Draft

Standard Benefit Level: I

Extraordinary Level Increase:

Final Benefit Level:

Score

4. If an **Extraordinary Levels** sub-tab displays when the **Score** button on the **Scoring** tab is selected, the child may be eligible for an Extraordinary Level increase.
5. Answer any questions that display in the order they display. Note that answering one question may result in additional questions displaying.

Scoring Tab – Extraordinary Levels Tab Score button

ongoing basis to be awake at all times due to medical or safety conditions; caregivers sleep in shifts.

Neither Night Supervision I nor II

Restricted Placement (CHECK ONE):

Intensive Supervision - Restricted Placement I

For the purpose of safety, this young person is the youngest in the caregiver's home. This is valid only when paired with child or youth needs d in Domain D1, and as long as this young person remains the youngest child in the caregiver's home.

Restricted Placement I does not apply

Medically Dependent (CHECK ONE):

Intensive Supervision - Medically Dependent II

Based on a written medical care plan developed by the agency, medical or mental health professional, the caregivers as parent are required to coordinate medical care, therapy and/or treatment for a young person with prolonged dependency on

Status: Draft

Standard Benefit Level: L

Extraordinary Level Increase:

Final Benefit Level:

Score

6. When all questions are answered on the Extraordinary Levels sub-tab select the **Score** button.
 - The Extraordinary Levels are scored on the on the Extraordinary Levels sub-tab.
 - If you mistakenly click the score button on the *Standard* MAPCY tab the system will display the Extraordinary Levels tab again.

Scoring Tab – Extraordinary Levels Tab Score

ongoing basis to be awake at all times due to medical or safety conditions; caregivers sleep in shifts.

Neither Night Supervision I nor II

Restricted Placement (CHECK ONE):

Intensive Supervision - Restricted Placement I

For the purpose of safety, this young person is the youngest in the caregiver's home. This is valid only when paired with child or youth needs d in Domain D1, and as long as this young person remains the youngest child in the caregiver's home.

Restricted Placement I does not apply

Medically Dependent (CHECK ONE):

Intensive Supervision - Medically Dependent II

Based on a written medical care plan developed by the agency, medical or mental health professional, the caregivers as parent are required to coordinate medical

Status: Draft

Standard Benefit Level: L

Extraordinary Level Increase: 5

Final Benefit Level: Q

Score

- Once the Extraordinary level sub-tab is scored, the MAPCY scoring displays. This includes the **Needs Rating** for each **Domain** along with the associated **Points**. The following scoring features display: Starting Benefit Level, Child Care Level Increase, Standard Benefit Level and related Status, Extraordinary level increase and Status, and the Final Benefit Level.

Scoring Tab - MAPCY Tab Scoring Grid

Domain	Needs Rating	Indicator Rating	Regular Points	Special Points	Total Points
A. Placement Experience	d	Extensive	11		11
B. Dynamics in the Caregiver's Home	d	Exceptional	9		9
C. Supervision, Guidance, & Structure	d	Exceptional	15	9	24
D1. Mental Health	d	Extensive	19	12	31
D2. Physical Health	d				
D3. Development	d				
E. Preserving Connections	d	Extensive	8		8
F. Developing Identity	d	Exceptional	7	5	12
G. Education	d	Extensive	5	6	11
			74	32	106

Score

Starting Benefit Level: L

Child Care Level Increase: 0

Standard Benefit Level: L

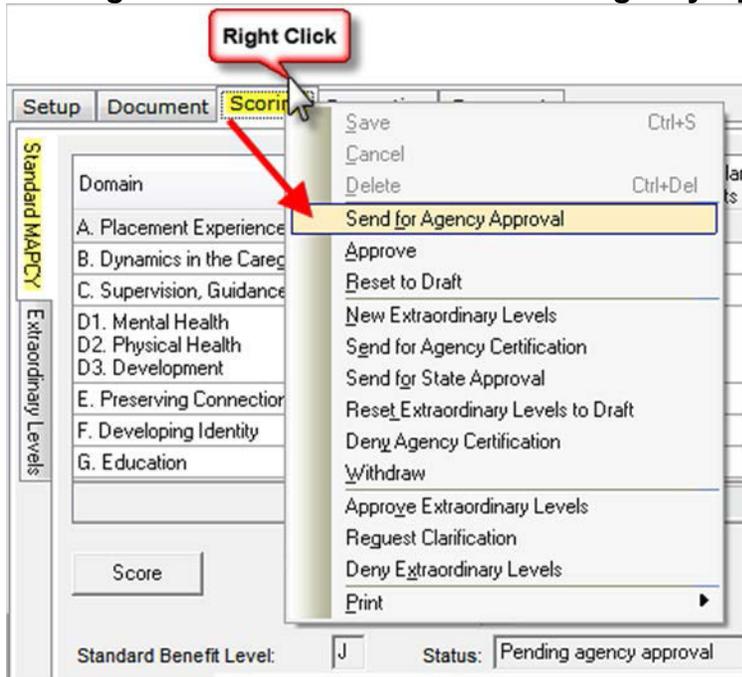
Extraordinary Level Increase: 5

Final Benefit Level: Q

Status: Draft

Status: Draft

Scoring Tab – Action Menu – Send for Agency Approval

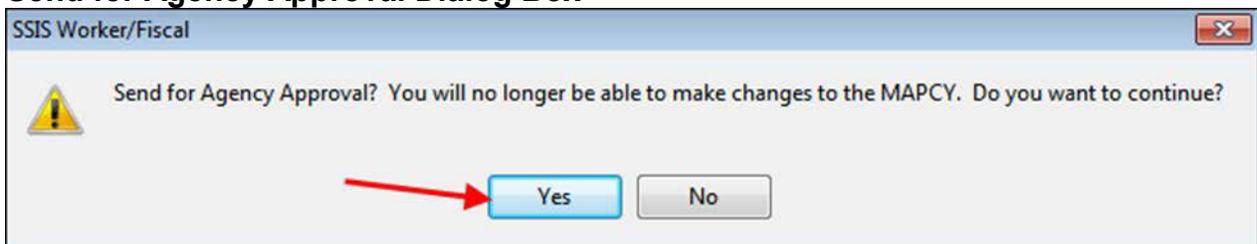


Once complete, the Standard MAPCY tool may be sent for Agency Approval. If there are also Extraordinary Levels, the Assessor must Send for Agency Approval from the Extraordinary levels sub-tab of the Scoring tab. The request then displays in the Extraordinary levels approval folder on the Approval log.

To send a Standard MAPCY tool for Agency Approval:

1. Right-click on the **Scoring** tab to access the Action menu.
2. Select **Send for Agency Approval**.
 - Note the **Approve** selection in the Action menu. Assessors cannot Approve their own MAPCY Assessments. Selecting this option results in an error message.
 - Note the **Reset to Draft** selection in the Action menu. Selecting Yes in the associated dialog box returns the MAPCY to Draft status. (Note – you cannot set the MAPCY back to draft status unless the current status is “Pending agency approval”)

Send for Agency Approval Dialog Box



- If you are certain that there are no further edits to be made to the MAPCY tool, select **Yes** in the **Send for Agency Approval** dialog box.

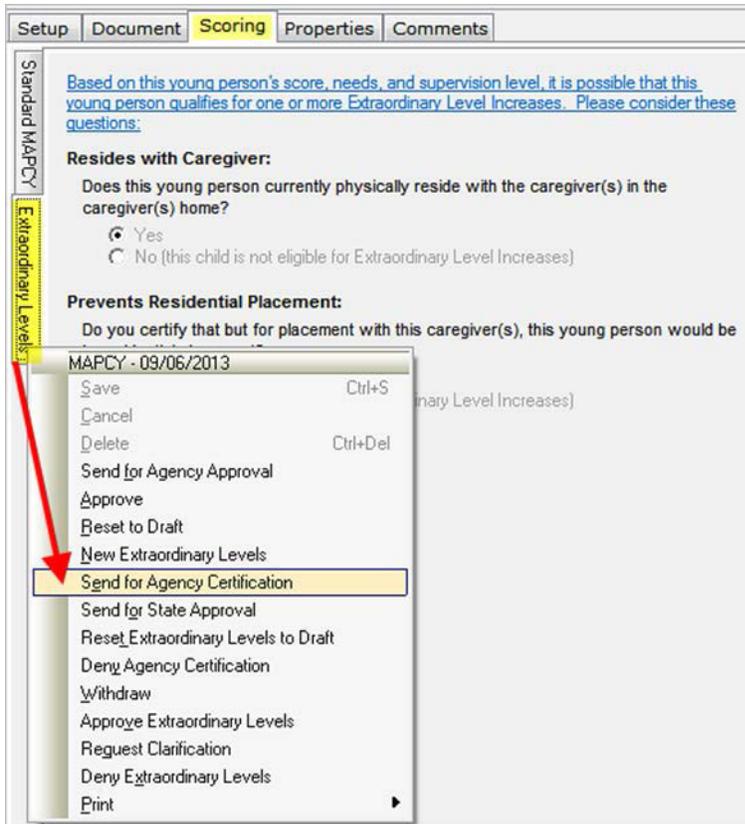
MAPCY Tool Setup Tab – Status and Complete Date Fields

Setup	Document	Scoring	Properties	Comments
No required fields needed to complete.				
MAPCY:	Child Domains (Ages 0-12)			Effective Date: 09/06/2013
Description:	Child Domains (Ages 0-12)			
Status:	Pending agency approval	Complete Date:	09/06/2013	Agency Approval Date: <input type="text"/> Revision: 0
Extraordinary Levels				
Status:	Not eligible	Complete Date:	<input type="text"/>	Certification Date: <input type="text"/> State Approval Date: <input type="text"/>

- Click on the **Setup** tab. Note that the **Status** field reflects **Pending agency approval**, and the **Complete Date** field reflects the date the MAPCY was sent for approval.
- The MAPCY tool is sent to the **Approval log** in SSIS. Once the assigned agency approver enters either an approval or denial to the MAPCY tool, the caseworker receives an **SSIS Reminder** indicating the status change to the MAPCY tool. Additionally, the date the MAPCY is approved will autofill in the **Agency Approval Date** field on the **Setup** tab.

When a MAPCY tool is scored and includes Extraordinary Levels, this approval must occur at the state level. The MAPCY is first 'Certified' by the Agency, and then forwarded to DHS for final 'Approval'.

Scoring Tab – Extraordinary Levels Tab – Send for Agency Certification



To request agency certification for Extraordinary Levels:

1. From the **Extraordinary Levels** tab, right-click on the **Scoring** tab.
2. Select **Send for Agency Certification** in the Action menu.
3. The assigned Agency Approver reviews the MAPCY, certifies it, and selects **Send for State Approval**.
4. DHS is then notified of the Extraordinary level request.

Hint: The state has 15 days to respond to requests for an Extraordinary Levels request.

- DHS may Approve, Deny, or Request Clarification from the local agency.
- If DHS requests clarification, the local agency then has 30 days to send additional clarifying information supporting the Extraordinary Levels request to DHS.
- DHS then has 15 days again to either approve or deny the Extraordinary Levels request from the agency.
- If no clarification is received by DHS from the local agency within 30 days, the EL request will automatically be denied. A new EL request would have to be submitted for approval by the agency to DHS.

Hint: While approval is pending for Extraordinary Levels from the state, the agency can pay according to the most recent approved Standard MAPCY benefit level. If state approval is obtained, the additional Extraordinary Levels rate may be paid retroactively.

SSISWORK – Help Text – Extraordinary Levels

