



## DELIVERABLES FOR DATA SYSTEM SUPPORTS FACT SHEET

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### Background

As part of its oversight, the MHSOAC has contracts to provide statewide evaluations, including outcomes, from the Full Services Partnership (FSP) programs funded under the MHA Community Services and Supports (CSS) Component. Counties enter client information and outcomes on FSP partners into the Data Collection and Reporting (DCR) system maintained by the Department of Health Care Services (DHCS). The DCR system collects baseline and key event information over time, including changes in residential status, employment, education, criminal justice involvement, legal designations, and emergency interventions for clients across all age groups.

Once data is submitted to the DCR system, due to a lack of resources, regular reported feedback is not available to counties and technical assistance is not provided to determine if there are problems with the reported data. It is essential that overall client outcomes be accurately reported to ensure valid evaluations.

MHSOAC executed an interagency agreement with California State University, Sacramento to strengthen the use of the DCR.

### Current Capabilities

- There is now a concise DCR Data Dictionary for data entry on FSP partners that is user friendly and simplified.
- There is a DCR User Manual for the DCR system that covers information on capabilities of the system, security features, data reporting options and rules, data correction, data extraction, management of the various reporting forms, and online system interface.
- A training curriculum has been developed for use of the DCR system which includes written training materials that cover critical elements of the DCR User Manual and Data Dictionary.
- Training has been conducted for the DCR system in four regions (Bay Area, Superior, Central, and Southern) using the curriculum.
- Application Notes (i.e. Technical Instructions) are available which provide specific instructions for solutions to common county challenges with DCR FSP data, including how to extend the use of the DCR data to other software applications.
- A county-level data quality report with basic client information including client counts and number of completed and missing forms in the system is available.
- A client-level report template in Microsoft Access and/or Microsoft Excel is now available for use with DCR data extracts to assist counties with an organized and concise review of a client's system-wide historical information.
- Written curriculum and materials for training on basic statistical analysis, interpretation and presentation of FSP data are available, including how to download the data into a database to develop reports unique to county needs.
- Training for basic statistical analysis, interpretation and presentation of FSP data in four regions (Bay Area, Superior, Central, and Southern) has been conducted using the curriculum developed above.
- Online on-demand e-training materials have been provided for county use based on the above training curricula.