

2/22/2022

AssessmentPro Update - System Updates Coming 2/22 | New Action Required to Access the Site

AssessmentPro system security updates are planned for later this evening - **Tuesday, February 22, 2022**. These routine upgrades will result in changes to some existing system URLs.

Do I need to take any action?

Yes. After these updates, any existing AssessmentPro bookmarks you already have saved in your browser will no longer work and should be deleted from your bookmark list. Moving forward, always begin each site visit by typing www.AssessmentPro.com into your browser and proceeding to the section of the site you'd like to view, rather than setting up or using bookmarks.

What error will I see if my existing bookmark is broken?

The bookmark will most likely cause an error that makes it appear that the AssessmentPro site is down - see example below.

An unexpected error has been encountered.
Please contact your administrator or try again.

[Return to homepage](#)

5/16/2022

MDHHS QRTP Maximus Independent Assessment Updates

 Children's Services Agency	Subject/Title	Updates on Referral to Maximus for Independent Assessment
	Type	<input type="checkbox"/> Informational Memorandum <input checked="" type="checkbox"/> Program Instruction <input type="checkbox"/> Policy Guide
	Issuance Date	04/25/2022
	Obsolete Date	N/A
	Contact Name	Megan Belonga Email Belongam@michigan.gov Phone 517-230-7294

Communication	Due Date	N/A
	Due to	N/A
Issuance	<i>Distribution</i>	<input checked="" type="checkbox"/> CSA Central Office Managers/Staff <input checked="" type="checkbox"/> MDHHS BSC and County Directors <input checked="" type="checkbox"/> MDHHS Juvenile Justice Managers/Staff <input checked="" type="checkbox"/> MDHHS Child Welfare Managers/Staff <input checked="" type="checkbox"/> Native American Tribes <input checked="" type="checkbox"/> Office of Workforce Development and Training <input checked="" type="checkbox"/> Private Agency Child Welfare Managers/Staff <input checked="" type="checkbox"/> Private Residential Abuse/Neglect Managers/Staff <input checked="" type="checkbox"/> Private Residential Juvenile Justice Managers/Staff <input type="checkbox"/> Other:
21-073		
*Updated to replace prior versions of 21-073		

This Communication Issuance serves as an update to the information in CI 21-073 regarding exceptions to the Initial Independent Assessment completed by Maximus. It also provides new information about when a Confirmation Assessment or 30-Day Reassessment is required.

Initial Independent Assessment

Prior to a youth receiving residential services, or within 30 days of admission, an Initial Independent Assessment must be completed by Maximus to determine the least restrictive placement setting for the youth. The Initial Independent Assessment is good for the length of time the youth is in that placement. Exceptions are as follows:

- If a child is placed in a Qualified Residential Treatment Program (QRTP) and is replaced to another QRTP within 30 days from the date of the Determination Report, the child does not need a new Initial Independent Assessment.
- When it is in the youth’s best interest to move to a new program within the same residential agency and the new program has the same MiSACWIS provider ID, license number, and service code, the youth does not need a new Initial Independent Assessment.
 - o This includes youth in a legacy placement who have not had an Initial Independent Assessment completed.
- A new Initial Independent Assessment is not needed when a youth moves programs within a human trafficking program. For example, moving from stabilization (752) to transition (752) within a human trafficking program.

When a youth is absent from a residential placement for 14 calendar days or less such as hospitalization or AWOL, the youth may return to the same placement without a new referral to the

Regional Placement Unit (RPU)/Juvenile Justice Assignment Unit (JJAU) or a new Independent Assessment.

If a youth is absent from a residential placement for more than 14 calendar days, the caseworker must make a new referral to the RPU/JJAU, and a new Independent Assessment needs to be completed if continued services in a residential are determined to be in the best interest of the youth.

For referral information for a RPU/JJAU Referral Process for Initial Independent Assessment, see [FOM 912, Residential Services: Caseworker Responsibilities](#) and [JJM 700, Juvenile Justice Assignment Unit Placement Process](#).

30-Day Reassessment

If an Initial Independent Assessment was completed with an outcome recommendation of community setting and the youth is experiencing new behaviors, there is substantial information that was not provided for the Initial Independent Assessment, or significant events have occurred within 30 days of

the Determination Report, a 30-day Reassessment can be requested. Prior to making a referral for a 30-Day Reassessment, the caseworker must discuss the outcome of the Determination Report and the situation warranting a Reassessment with their supervisor.

30- Day reassessment referrals to RPU/JJAU must include and clearly identify any additional information that was not included in the referral for the Initial Independent Assessment.

Confirmation Assessment

A Confirmation Assessment is a shortened assessment to ensure the initial determination is still valid when a youth is determined eligible for a QRTP level of care and is not placed in a QRTP within 30 days. The Confirmation Assessment includes interviews with the caseworker, current placement provider, and youth. If an Initial Independent Assessment was completed with an outcome of “QRTP Appropriate” a Confirmation Assessment must be utilized as follows:

- The youth is placed on a QRTP waitlist, and it is between 31 and 90 days from the original Determination Report date and a Confirmation Assessment is specifically requested by a third-party entity (e.g., the Court, LGAL, caseworker, QRTP).
- The youth is moving to a new residential program at a different residential agency between 31 and 90 days from the date of the original Determination Report.
- The youth is moving between programs at the same residential agency that has a different MiSACWIS provider ID, license number, and service code, between 31 and 90 days from the date of the original Determination Report.

If the original Determination Report date has exceeded 90 days, a new Initial Independent Assessment will be required in the scenarios above.

Confirmation Assessment Referrals to RPU/JJAU must include updated documentation and anything not included in the referral for the Initial Independent Assessment. These items may include:

- Updated Family Team Meeting (FTM) reports
- Updated specialist assessments
- School related documents (e.g., psychological, or neuropsychological testing, most recent IEP, grade reports current or most recent academic year)
- Mental health documents: Initial biopsychosocial or other comprehensive assessment
- Most recent comprehensive psychiatric assessment, psychiatric medication reviews,
- Most recent Individual Plan of Care/Person Centered Plan or other treatment summary
- Most recent psychological or neuropsychological testing, testing for eligibility for intellectual and/or developmental disability services
- Updated incident reports and/or police reports

Maximus Timeframes

Maximus has 14 days from the date the RPU/JJAU makes the referral to complete all assessments and provide a Determination Report.

Court Approval

For the court’s review of and approval process for the Independent Assessments, see [FOM 912, Residential Services: Caseworker Responsibilities](#) and [JJM 700, Juvenile Justice Assignment Unit Placement Process](#).

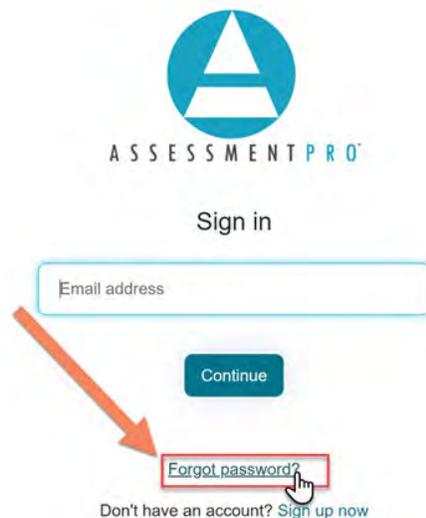
11/1/2022

SYSTEM UPDATE: Change Coming to AssesmentPro Login Process Tonight, Tuesday, November 1

Please be aware that this evening, **Tuesday November 1**, Maximus IT will publish **updates to the AssessmentPro system**. With these upgrades comes a new way for users to update their passwords.

Currently, when users click the reset password button, a link will be sent to the email address you use to log into AssessmentPro, prompting you to create a new password.

Going forward, instead of receiving a link, a **verification code will be sent to your email address**, which you will enter on the AssessmentPro site, then create a new password (see below):



Reset password

Verification code has been sent to your inbox. Please copy it to the input box below.

[Verify code](#) [Send new code](#)

[Continue](#) [Cancel](#)

Email address verified. You may now continue.

[Change email](#)

[Continue](#) [Cancel](#)

If you have any questions about this important process update, please reach out to your program **Help Desk**.