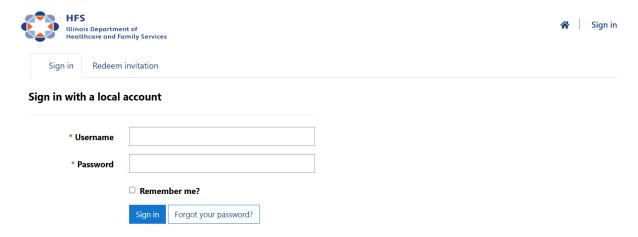
SASS Screenings/IMCAT Portal Training

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This is the **TEST** environment for the new SASS Portal https://imcatdev.powerappsportals.us/

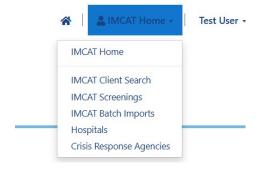
After you have redeemed your invitation sign in to the system:



Home Page-click on the down arrow next to IMCAT Home.



The menu options are IMCAT Client Search, IMCAT Screenings, IMCAT Batch Imports (if access is given), Hospitals and Crisis Response Agencies.



IMCAT Client Search

Clients related to your agency will display in a list.



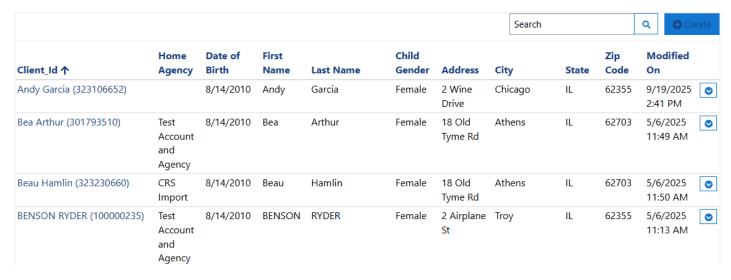
☆ IMCAT Home → Test User →

Home > IMCAT Home > IMCAT Client Search

IMCAT Client Search

IMPORTANT! If Client does not appear in this list or in your search results, you MUST add them first before you can create an IMCAT for them.

- Search Tip: Use an asterisk (*) as a wildcard character anywhere in the name to search for Clients (e.g. * Smith to search for all names ending in Smith).
- To create an IMCAT for a Client, click dropdown menu on selected Client and click Create IMCAT.
- Click Name field link to view or edit Client details.



To add a new client, select **Create** next to the Search button.

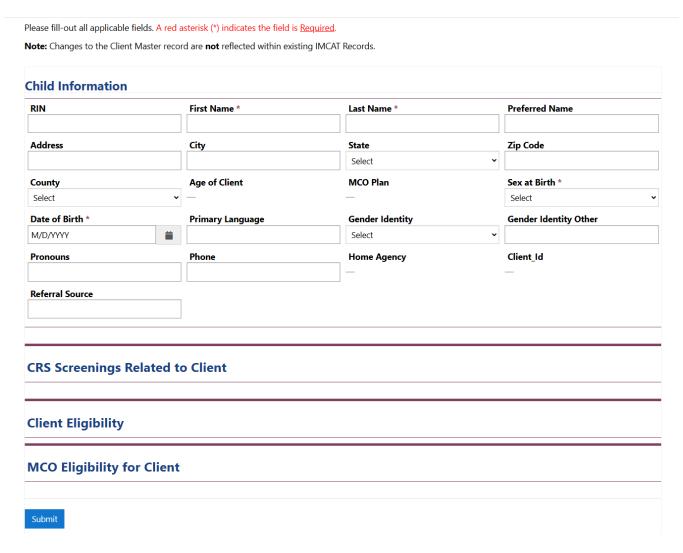
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- Click Name field link to view or edit Client details.



Fill in the Child Information and hit submit.



By selecting the blue arrow at the end of the column on the Client Search page, notice **Edit Client Record** and **Add New IMCAT** are available options.

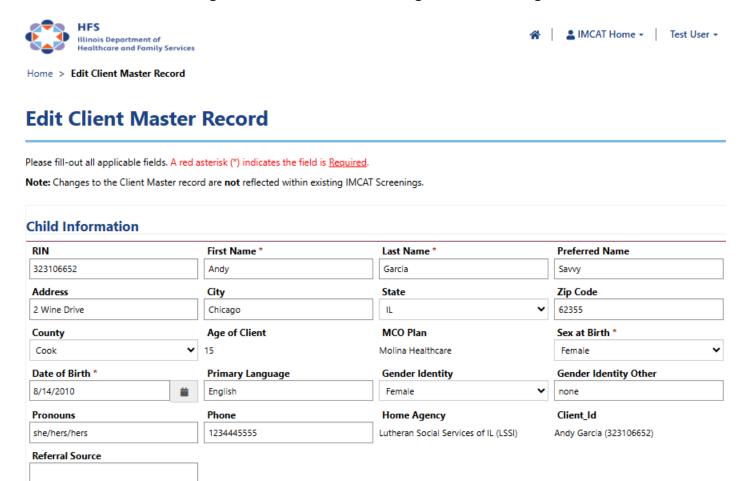
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- Click Name field link to view or edit Client details.



When clicking on the Client name in the **Client_Id** column or by selecting **Edit Client Record**, the client **Master Record** will display. All Screenings related to the client as well as MCO Eligibility Records, and Client Eligibility Records are displayed on the Client Master Record. If changes are made to the client's details, remember the changes are **not** reflected in existing IMCAT Screening records.



CRS Screenings Related to Client

Add New IMCAT

Screening_ld ↓	Call Id	Client	Crisis Response Agency	Discharge from CRS	Is Completed	Screening Time Start	Created On	Modified On	
CRS-102406		Andy Garcia (323106652)	Test Account and Agency	No	No	9/3/2025 8:30 AM	9/19/2025 8:33 AM	9/19/2025 8:33 AM	•
CRS-102405		Andy Garcia (323106652)	Test Account and Agency	No	No	9/3/2025 8:30 AM	9/19/2025 8:31 AM	9/19/2025 8:31 AM	C
CRS-102404		Andy Garcia (323106652)	Test Account and Agency	Yes	Yes	9/18/2025 2:20 PM	9/18/2025 2:22 PM	9/18/2025 2:32 PM	C
CRS-102377		Andy Garcia (323106652)	Test Account and Agency	No	Yes	8/14/2025 12:57 PM	8/14/2025 12:58 PM	8/14/2025 1:02 PM	0
CRS-102363	CRC-101022	Andy Garcia (323106652)	Test Account and Agency	No	No		7/9/2025 3:11 PM	7/22/2025 2:35 PM	•
CRS-102362		Andy Garcia (323106652)	crsdev	No	Yes	7/9/2025 10:38 AM	7/9/2025 10:41 AM	7/9/2025 3:06 PM	C
CRS-102361		Andy Garcia (323106652)	Test Account and Agency	No	No	7/9/2025 10:38 AM	7/9/2025 10:39 AM	7/9/2025 10:40 AM	C
CRS-102343	CRC-101014	Andy Garcia (323106652)	Test Account and Agency	No	No		5/7/2025 3:07 PM	5/15/2025 11:42 AM	•



2 >

Client Eligibility

Eligibility Id ↑	Begin Date	End Date	Medical Code Description	Benefit Type	Medical Code	Recipient Id
123	5/6/2025	5/8/2025	test description	test	adf	

MCO Eligibility for Client

Name ↑	MCO Plan Name	Enrollment Type Description	MCO Begin Date	MCO End Date
CRS MCO Elig Test	Test MCO Plan	test	5/9/2025	5/12/2025

Submit

IMCAT Screening (add manually)

To add a new screening manually, go to the Client Search page, select the client and choose **Add New IMCAT** from the blue drop down arrow at the end of the column. Client details are automatically brought over to the screening record from the Client record. Begin entering screening details, click Next after every stage, and hit Submit at the end. Be sure the 'Submission completed successfully' message displays.

IMCAT Client Search

IMPORTANT! If Client does not appear in this list or in your search results, you MUST add them first before you can create an IMCAT for them.

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- · Click Name field link to view or edit Client details.

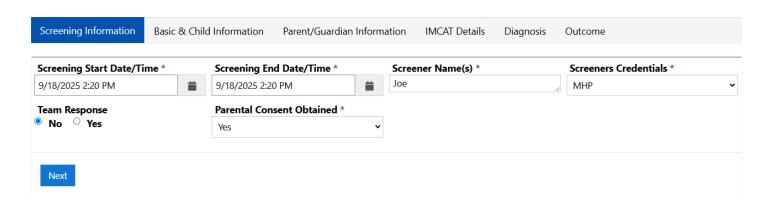


■ IMCAT Home ▼

Test User -

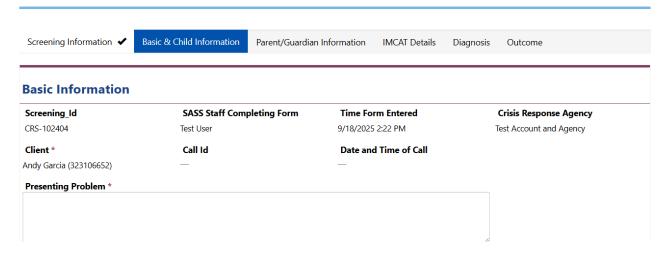


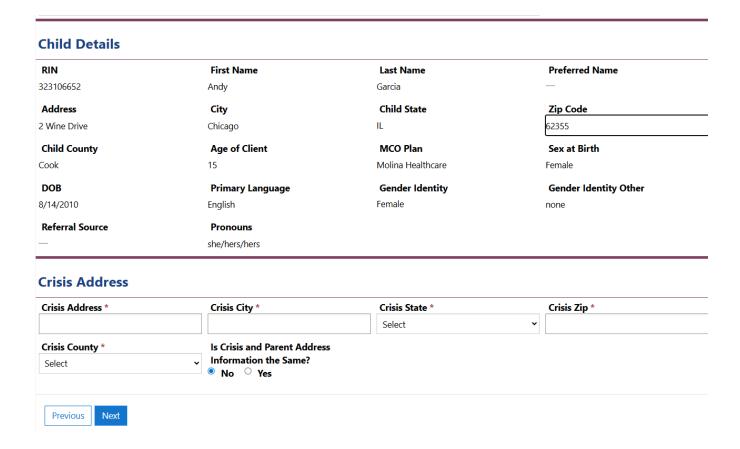
Home > IMCAT Add Web Page





Home > IMCAT Add Web Page

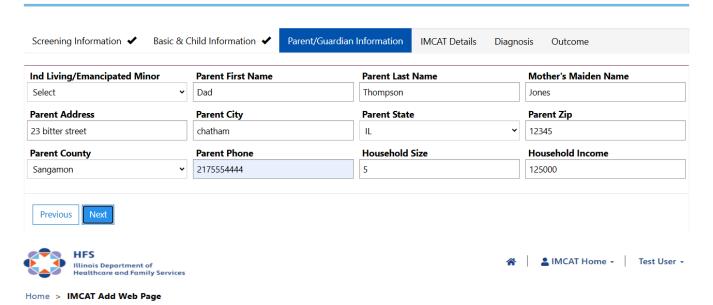


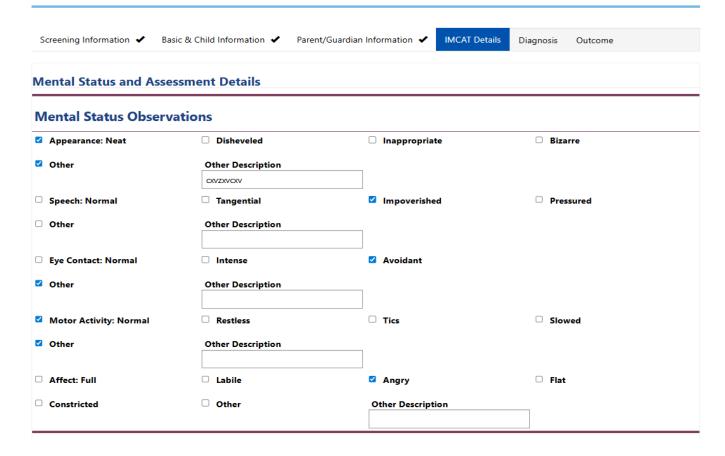




Home > IMCAT Add Web Page

IMCAT Add Web Page





Depressed Irritable Place Short-term Other Description Distracted	☐ Other ☐ Object ☐ Long-term ☐ Other	Anxious Other Description Person Other Description
Irritable Place Short-term Other Description Distracted	□ Other □ Object □ Long-term □ Other	Other Description Person
Place Short-term Other Description Distracted	□ Object □ Long-term □ Other	Person
Short-term Other Description Distracted	□ Long-term □ Other	
Short-term Other Description Distracted	□ Long-term □ Other	
Short-term Other Description Distracted	□ Long-term □ Other	
Other Description Distracted	Other	Other Description
Other Description Distracted	Other	Other Description
Distracted		Other Description
		Other Description
		Other Description
Auditory	□ Visual	
Auditory	□ Visual	
Other Description]	
Homicidal		
Yes O No		
Grandiose	☐ Paranoid	□ Religious
Other Description		
Guarded	Hyperactive	Agitated
Aggressive	Bizarre	Withdrawn
ner Description		
	1-1-05	
	_	
cument clinical observati	ons to support the custon	ner's current mental
	Homicidal) Yes O No) Grandiose Other Description Guarded Aggressive ner Description	Homicidal) Yes No Grandiose Paranoid Other Description Suarded Hyperactive Aggressive Bizarre

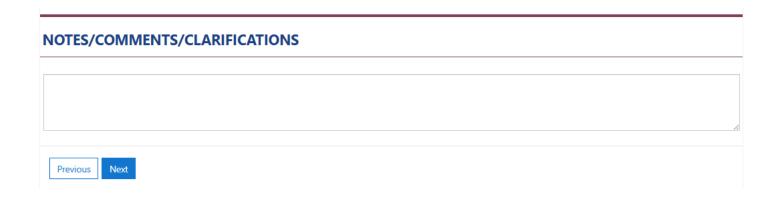
RISK BEHAVIORS For all CAT domains, the following categories and action levels are used: 0 No evidence of any needs. 1 Need that requires monitoring, watchful waiting, or preventive action. This may have been a risk behavior in the past. 2 Action or intervention is required to ensure that the identified need is addressed. 3 Intensive and/or immediate action is required to address the need or risk behavior. Victimization/Exploitation 0-5: Self-Harm 1-5: Aggressive Behavior 3-5: Flight Risk 00010203 00010203 00010203 00010203 3+: Suicide Risk 3+: Intentional Misbehavior 6+: Sexually Problematic Behavior 3+: Decision Making 00010203 00010203 00010203 00010203 6+: Fire Setting 6+: Danger to Others 6+: Other Self-Harm (Recklessness) 6+: Non-Suicidal Self-Injurious 00010203 00010203 00010203 00010203 6+: Delinquent/Criminal Behavior 00010203 Suicide Risk Module (complete when Risk Behaviors, Suicide Risk = 1, 2, or 3) Ideation Planning History 00010203 00010203 00010203 0 0 0 1 0 2 0 3 Awareness of Others' Suicide 00010203 **Behavioral/Emotional Needs** Depression Adjustment to Trauma Atypical/Repetitive Behaviors 00010203 00010203 00010203 00010203 0-5: Emotional Control 0-5: Failure to Thrive 3-18: Oppositional 3+: Anger Control/Frustration 00010203 00010203 00010203 Tolerance 00010203 3+: Impulsivity/Hyperactivity 6+: Conduct/Antisocial Behavioral 6+: Psychosis (Thought Disorder) 6+: Mania 00010203 00010203 00010203 00010203 6+: Substance Use 00010203 **Functioning Needs** Living Situation **Family Functioning** Social Functioning Developmental/Intellectual 0.001020300010203 00010203 00010203 **Medication Compliance** 1+: Sleep 0-5: Elimination 0-21: School/Preschool/Daycare 00010203 00010203 00010203 00010203 16+: Parental/Caregiving Role 16+: Employment 0 0 0 1 0 2 0 300010203 **Protection / Caregiver Resources & Needs** Safety Domestic Violence in the Home 0.001020300010203 Is Client their own guardian? If YES, Skip the rest of this section. ○ Yes ○ No Involvement with Care **Caregiver Residential Stability** Mental Health Supervision 00010203 00010203 00010203 0 0 0 1 0 2 0 3

0-21: Empathy with Children

00010203

Family Stress

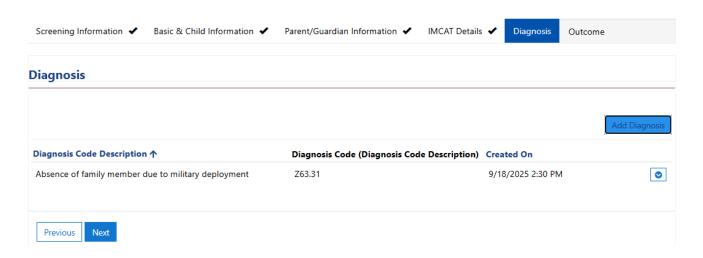
00010203

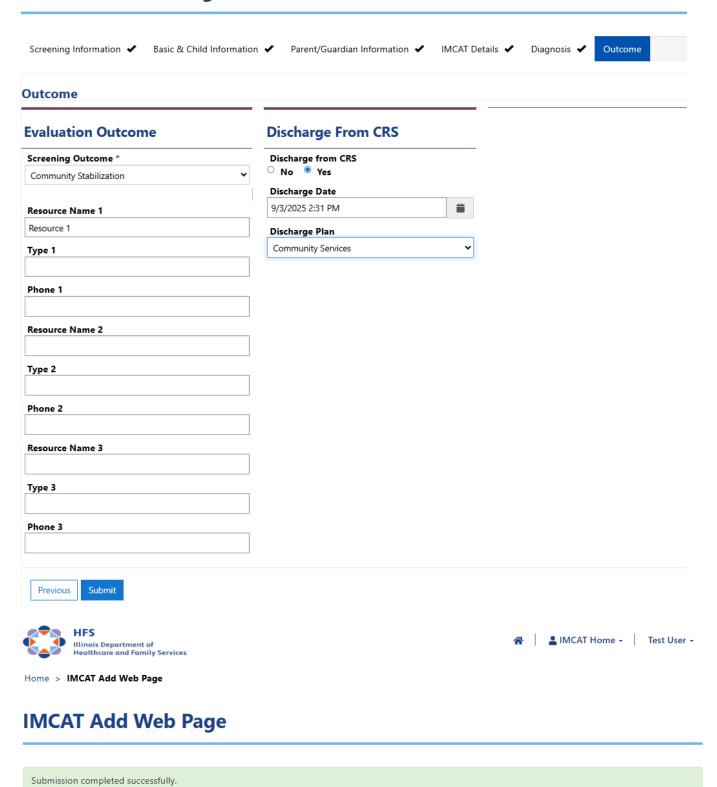




☆ IMCAT Home → Test User →

Home > IMCAT Add Web Page





IMCAT Screenings-Edit:

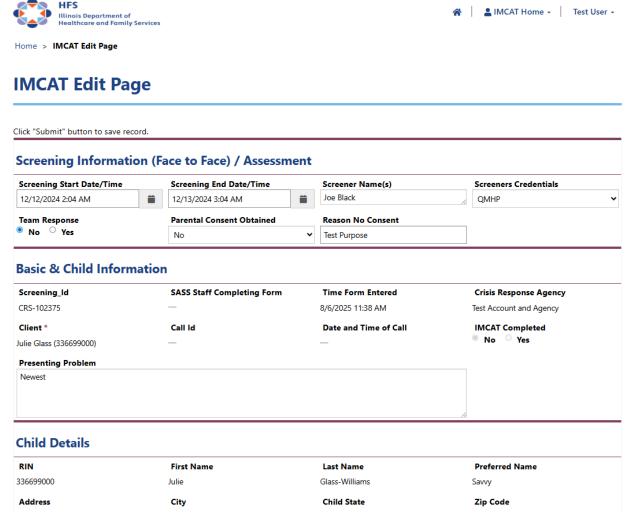
Select IMCAT Screenings from the IMCAT Home drop down. All screenings for the agency will display. If they are marked as complete, supervisor role is needed to make a change.

If the screenings are created from a Call and not marked as complete, they can be manually completed or completed through the Batch Import. **BE SURE THE CALLID IS CORRECT IN THE BATCH IMPORT**. This will pull the correct screening to be updated.

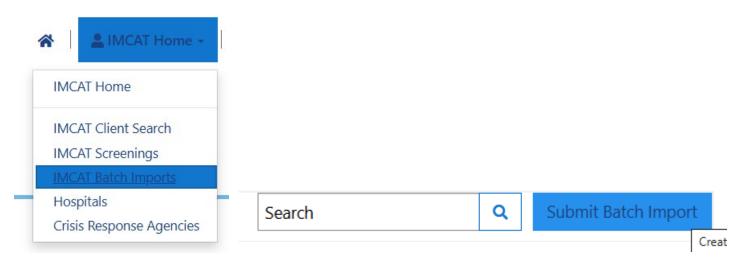
Blue arrow gives the Edit option.



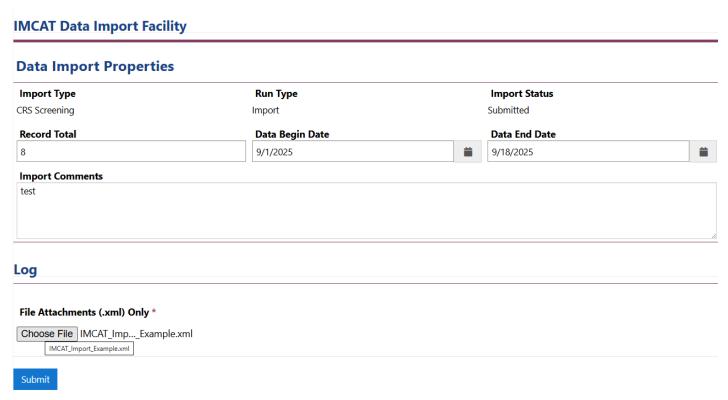
Complete any updates as necessary on the Edit Page, this page is not broken into tabs, it's one long form. Click Submit at the bottom of the page when changes are complete. (below image is a partial view of the entire form).



IMCAT Batch Imports:



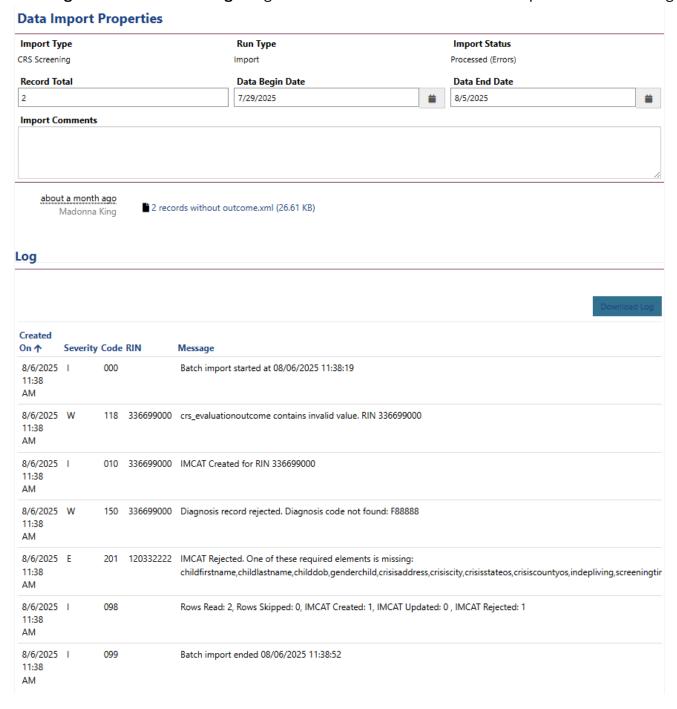
To create a new Batch Import, select the Submit Batch Import button. Enter Record Total, Dates, Comments if there are any, attach the xml file and hit Submit.



Keep an eye on your Batch Import page to show the Import Status. If the status shows anything besides *Processed*, click on the Batch ID to view details.



This will open the Log file containing details. The following example has 2 warnings, and one error. **Warning**: invalid value. **Warning**: Diagnosis code was not found. **Error**: A required field is missing.



All log messages are displayed in the Data Dictionary with the Code number, and Severity of Informational, Warning or Error.