

**Illinois Medicaid Comprehensive Assessment of Needs and Strengths (IM+CANS)
Workgroup Meeting**

Wednesday, April 10th, 2023, | 10:00 A.M. to 11:00 A.M.
Meeting held virtually using WebEx. Pre-registration is not required.

ATTENDANCE

I. Roll Call

Stephanie Barisch	Center for Youth and Family Solutions
Matt Stinson	University of Illinois School of Social Work
Cris Mugrage	Sinnissippi Centers
Theresa Pickering	Egyptian Public Health Department
Michelle Zambrano	Will County Health Department
Rebecca Horwitz	Kenneth Young Centers
Laura Kuever	Catholic Charities
Eileen Niccolai	Thresholds
Virginia Rossi	Thresholds

Quorum achieved with 9 out of 11 members in attendance.

II. Approval of Minutes

- a. January and March meeting minutes were approved.

III. Updates

- a. IM+CANS/PATH
 - i. Three updated courses have launched with reflections and revisions of the updated tool.
 1. Treatment planning has been replaced with care planning when doing the new training. The treatment plan course is replaced with the care planning course.
 2. A summary of changes has also been launched and so far very well attended. We plan to post one per week, and monitor attendance, and adjust as needed. We will only offer the summary of changes course through June.
 3. Self-paced IM+CANS Engagement Strategy and the Instructor-led Motivational Interviewing Companion courses are now available.
- b. IM+CANS Portal Updates:
 - i. The IM+CANS Provider Portal will be offline on 3/29/24 and over the extended weekend. HFS will notify providers once the Portal is back online.

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- ii. Providers will notice a few quality-of-life items and some formatting updates.
- iii. All providers using the batch upload process will be required to recertify using the updated 2024IM+CANS XML File.
 - 1. Providers who batch upload should be working on recertification by submitting a batch into the test portal and getting feedback from our programmers.
 - 2. Providers that need additional time beyond the 7/1/24 deadline. Please email the HFS.IATP@illinois.gov inbox and include your specific issue and timeline needs, and HFS staff will respond to your request.

c. Reference Guide Updates:

- i. HFS is in the final round of editing the updated 2024 IM+CANS Reference Guide in collaboration with the Pared Foundation and the University of Kentucky staff, who maintain the reference guide on our behalf.
- ii. The updated reference guide will be longer than the previous reference guide, because of formatting for ADA compliance. HFS strives to have the updated Reference Guide published on the [HFS IATP web page](#) soon.

IV. Discussions:

- a. Accreditation:
Providers can submit their accreditation-related suggestions to HFS.IATP@illinois.gov.

V. Q&A:

- a. When we look at previous IM+CANS in the portal the treatment plans are gone, is that going to be fixed?
The treatment plan was intended to carry over with the update.
Providers can access the 2020 IM+CANS treatment notes by clicking on the 2020 link, within the client's IM+CANS in the Provider Portal.
- b. Do providers have to submit a copy of the entire IM+CANS form through the portal?

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In general, anyone completing and billing the IM+CANS is required to submit IM+CANS into the portal through direct data entry or a batch upload process.

- c. The service section cannot have multiple goals for a service.
Yes, this was intentional for updating the structured plan.
- d. How do providers handle the reassessment IATP that was completed using the old format?
IM+CANS have been formatted to the new portal format. There is a collapsible section that contains all the obsolete fields. It is formatted to handle itself. It should be pulling the updates forward.
- e. Is there any possibility of starting from scratch with a reassessment?
Yes, there is if you want to do that.
- f. Will there be FAQs for the new portal?
Yes, we will be finalizing a few additional resources.
- g. Clarification on when we must start using the tool.
The new tool needs to be shifted by 4/1/2024 but there is a grace period for making the switch within the electronic system so that by the end of June everyone is using the new system for batch uploads.
- h. Are typed signatures going to be accepted as live signatures for audit purposes?
Do not use the portal as the only record of signature. This needs to be at the agency level what your requirement is. You should minimally obtain a pdf record. It's fine to print and sign or load a PDF and sign it. It needs to be tied to a treatment plan and a specific treatment plan.
- i. Missing signatures on the previous forms in the portal?
It was purposeful that we simplified the signature box. LPHA is the most important.

VI. Next Steps:

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- a. Substance Use Addendum:
HFS will begin working with our sister agency SUPR, to update the Substance Use Addendum, within the next few months.

VII. ADJOURNMENT

The next meeting is scheduled for May 8th, 2024.