



CHILDREN'S READMISSIONS COLLABORATIVE

Reporting Plan:

Outpatient Services Monthly Reporting Questions

Outpatient programs will report on discharged individuals identified to date (since September 1, 2014), and project interventions delivered to date.

If an individual has more than one behavioral health hospitalization during the course of the project, please count him/her again for each discharge and begin tracking interventions again.

1. **Target population - Number of individuals identified to date as having an appointment to be seen by your program within 30 days of discharge from an inpatient behavioral health service**
2. **Number of individuals in your target population who have received *any* project interventions *to date* (as of the last day of the previous calendar month)**
3. **Number of individuals in the target population who received *each* of the following interventions to date:**
 - a. Completed reminder phone call or voice mail to the family prior to first appointment
 - b. Completed reminder phone call or voice mail to the family prior to first appointment with a prescriber
4. **Number of individuals where there was follow-up for a missed appointment or non-enrollment in your program**
 - a. Number of individuals in the target population identified to date as having missed their first appointment or having been formally not admitted into your program (outcome of the intake process was that they were not admitted)
 - b. Number of individuals identified in 4a. for whom there was a completed phone call or voice mail to the previous hospital team to inform them of a missed appointment or non-admission in your program.