

## CALOCUS Training Requirements Notification

This message is intended to introduce the new process for tracking Child and Adolescent Level of Care Utilization System (CALOCUS) standards for provider agencies who serve children and adolescents in our Arizona Children's System of Care (CSOC). This standard is for CSOC provider agencies who have employees that facilitate/lead CFT's **and** CALOCUS. If both of these components do not pertain your agency then you may **disregard** this message.

### Background

In **July of 2021**, AHCCCS communicated their expectations and requirements for CALOCUS implementation. In order to ensure the proper identification of children and adolescents with complex needs and appropriate levels of care, AHCCCS contracted with Deerfield Behavioral Health (Deerfield) to license the CALOCUS and Level of Care Utilization System (LOCUS) software, as well as access to online training for those who have familiarity with instruments that measure level of service acuity instruments. The agreement includes the licensing of both CALOCUS/LOCUS online, though AHCCCS is currently only requiring the use of the CALOCUS.

### Monitoring Process

Starting **July 1, 2022**, all Health Plans will begin monitoring the CALOCUS certification process. Each Health Plan will run Relias reports at the beginning of each month to monitor those who have completed, as well as have not completed the requirement in the 30-day time frame. These reports will then be compared to the Deerfield completion report, ensuring fidelity to this AHCCCS requirement (for providers who meet the above-mentioned criteria).

\*It is suggested that those who have completed the Deerfield CALOCUS training in the past to also be enrolled and marked complete for monitoring, tracking, and record transferability.

### Provider Agency Requirements Next Steps

Starting **June 1, 2022**, the expectation is for all child and adolescent provider agencies (who meet the above-mentioned criteria) to **enroll** those employees who are required to take the Deerfield CALOCUS training in the **\*AZAHP – CALOCUS Training Requirement (30 Days)** training plan in Relias. Once the employee has been enrolled and completes the CALOCUS training through Deerfield ([AHCCCS announcement](#)), the provider agency's supervisor/administrator will need to **mark them complete** in the Relias CALOCUS Training Requirement module ([job aid](#)). Once this has been completed, the employee will have met the requirements for CALOCUS certification.

### Updating Health Plan Types in Relias

It is **essential** that every employee's Relias profile have the most up to date information, especially the contracted Health Plan field. To ensure accurate reporting, designated Relias administrators at each provider agency will need to review and update the Health Plan type on the employee's user profiles ([job aid](#)). This can be done learner by learner or by bulk upload. If your agency needs help with bulk upload, please contact Relias at (1-833-244-4008).

If you have questions about this new process please contact your Health Plan WFD Administrator or email the **AZAHP Workforce Development Alliance** at [workforce@azahp.org](mailto:workforce@azahp.org)

