UK
UNIVERSITY OF KENTUCKY
Center on Drug and Alcohol Research

Kentucky
UNBRIDLED SPIRIT

KY-Moms MATR Client Information System

KY-Moms MATR
Maternal Assistance Towards Recovery

A COLLABORATION BETWEEN THE DEPARTMENT FOR BEHAVIORAL HEALTH, DEVELOPMENTAL AND INTELLECTUAL DISABILITIES, THE UNIVERSITY OF KENTUCKY CENTER ON DRUG AND ALCOHOL RESEARCH

REVISED APRIL 2017

Purpose of the Presentation

- The purpose of this training is to provide an overview of KY-Moms MATR outcome evaluation, the KY-Moms MATR Client Information System (CIS) and the Client Narrative Report.

This Power Point will show you:

- The purpose of KY-Moms MATR outcome evaluation and its components
- How to enter a KY-Moms MATR client into the CIS
- How to enter a KY-Moms MATR Baseline Interview for a client
- How to download and save KY-Moms MATR Client Narrative Reports
- How to discharge clients from KY-Moms MATR

What is the KY-Moms MATR Outcome Evaluation?

- It is a research study designed to measure changes for several key risk factors for at-risk women who are pregnant and participate in KY-Moms MATR case management services using an evidence based assessment.

- The study helps answer key questions posed by legislators, funding agencies, families, and clients regarding the status of clients about 6 months after giving birth.
  - For example, among those receiving case management services, are there changes in:
    - Substance use?
    - Chronic health problems?
    - Mental health problems?
    - Victimization and trauma?
    - Socioeconomic status and quality of life?

Why Are You Asked to Do This?

- There are increasing demands from federal and state governments for evidence that programs actually achieve desired outcomes.

- Limited and inaccurate information circulating in the media about what happens with at-risk pregnancies and the ***positive impact*** your services have in client lives.

- **This data collection program will help counteract myths and misinformation. It will provide accurate ways to report Kentucky-specific findings to providers, the public, and to policymakers.**

Why Do This Every Year?

- KY-Moms MATR provides up-to-date program-specific and statewide data on substance abuse trends and treatment outcomes.

- To show key trends in substance use and policy needs, which may fluctuate annually depending on economic and sociopolitical issues.

Reports and Data Analysis

Annual reports are developed and published for KY-Moms MATR, examining outcomes for the sample of clients who complete a follow-up interview.

Annual reports, fact sheets, and at-a-glance findings can be downloaded from: http://cdar.uky.edu/bhos/.

Also available from the website are informational materials including:

- Client Follow-Up Flyer (explaining study to clients)
- Client consent form
- Evidence based summary and report
- PDF-version of intake interview
- Website training information

Key Elements of KY-Moms MATR

1. Baseline Interviews should be completed at your agency with each new client once the client begins case management services.

2. Follow-Up Interviews are completed by UK CDAR via telephone with a sample of clients who agree to be contacted for a second interview about 6 months after the client gives birth.

Baseline Interview Data: Overview

- Baseline data are collected once on each client when they begin case management services.
  - To be completed as soon as possible after beginning the program to accurately represent the client's situation and behavior *before* starting services
- There is **NO compensation** and **NO research consent forms** for *Baseline interviews* since the interview is considered part of intake into the program.
- Baseline data is considered program data.
- Survey components are developed collaboratively with the Division of Behavioral Health leaders and updated regularly

Instrument Development

KY-Moms MATR is a robust, pragmatic, reliable, and valid **evidence-based assessment**.

The instrument is made up of **four core components** each with strong reliability and validity research support and **four supplemental components**, most of which have strong reliability and validity research support.

KY-Moms MATR focuses on **dynamic or changeable factors** that are **sensitive to individual-level change** over time allowing recovery outcomes to be measured

KY-Moms MATR is appropriate for the **context of Kentucky** and includes measures that consider the unique features of Kentucky and of the high risk target population

Although Kentucky is represented in a few national datasets, those national studies **do not provide the state, county- and regional-level data** and those national surveys **do not consider or account for Kentucky's unique cultural context.**

Figure 1.

Kentucky in Context

The KIDS NOW Plus assessment was originally developed to consider the unique features of Kentucky and has been revised frequently after data analysis and feedback from users and other stakeholders to consider the unique context of Kentucky.

Kentucky ranks among the highest in the nation for drug overdose deaths and smoking:

SUBSTANCE USE

Source: United Health Foundation, 2015

- **3rd highest** in the nation for DRUG OVERDOSE DEATHS
- **2nd highest** in the nation for SMOKING RATES
- **37th** in the nation for SMOKING DURING PREGNANCY

Kentucky ranks as one of the unhealthiest states in the nation:

HEALTH PROBLEMS

Source: Gallup Poll, 2014, 2015; United Health Foundation, 2015

- **34th** in the nation for INFANT MORTALITY
- **39th** in the nation for BABIES BORN WITH LOW BIRTH WEIGHT
- **47th** in the nation for PREMATURE DEATHS
- **45th** in the nation for DIABETES
- **44th** in the nation for OBESITY
- **43rd** in the nation for CARDIOVASCULAR DEATHS

Kentucky also ranks as one of the worst in the nation for poverty and opportunity for women as well as one of the highest in the nation for the number of children in poverty:

ECONOMIC STRUGGLES

Source: Gallup Polls, 2014; Hess et al., 2015; Social Security Administration, 2011; United Health Foundation, 2015

- **48th** in the nation for POVERTY AND OPPORTUNITY FOR WOMEN
- **2nd highest** in the nation for CHILDREN IN POVERTY

Kentucky ranks as one of the states with the lowest financial well-being (which considers having enough money for food, health care, and people's perceived standard of living) and economic opportunity.

- **46th** in the nation for FINANCIAL WELL-BEING
- **48th** in the nation for ECONOMIC OPPORTUNITY

Baseline Interview Data: Key Elements

The interview takes about **30 minutes** and focuses on four core domains:

- **Substance use**
- **Mental health**
- **Victimization and Trauma**
- **Quality of Life**

And four supplemental domains:

- **Maternal-Fetal Attachment/Maternal-Infant Attachment**
- **Health and Stress-Related Health Consequences**
- **Economic and Living Circumstances and Criminal Justice Involvement**
- **Recovery Supports**

Best Practice: In-person interviews to gather information and to ensure client-focused clarifications or questions can be made.

KY-Moms MATR Client Information System

Baseline Interview data are entered into the secure Client Information System (CIS) website: https://ukcdar.uky.edu/KY-Moms MATR

Program Director or Administrator Access

- For administrator log-in and password contact Jeb Messer (859-257-1400 or jeb.messer@uky.edu)

Clinician or Staff Access

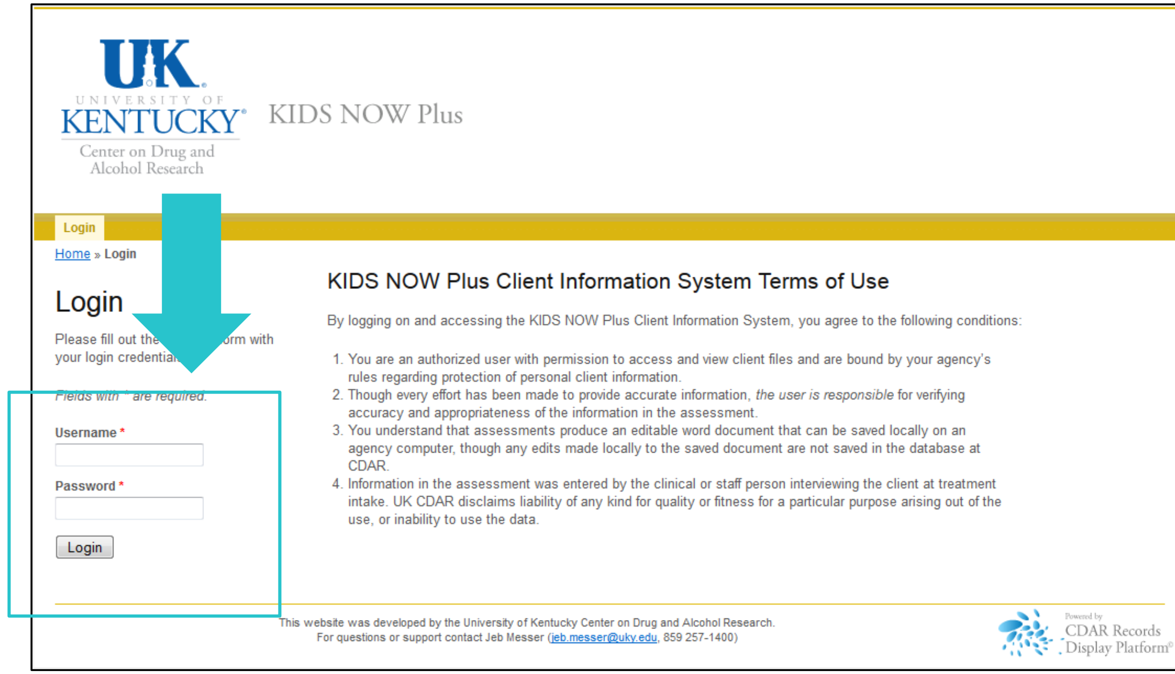
a. Contact your Program Director or Jeb Messer (above) who will assign you a user ID and password

b. With your password/login ID you can now view the KY-Moms MATR Client Information System at **https://ukcdar.uky.edu/kidsnow**

c. Log-in and view/edit clients, enter new Baseline interviews, and discharge clients

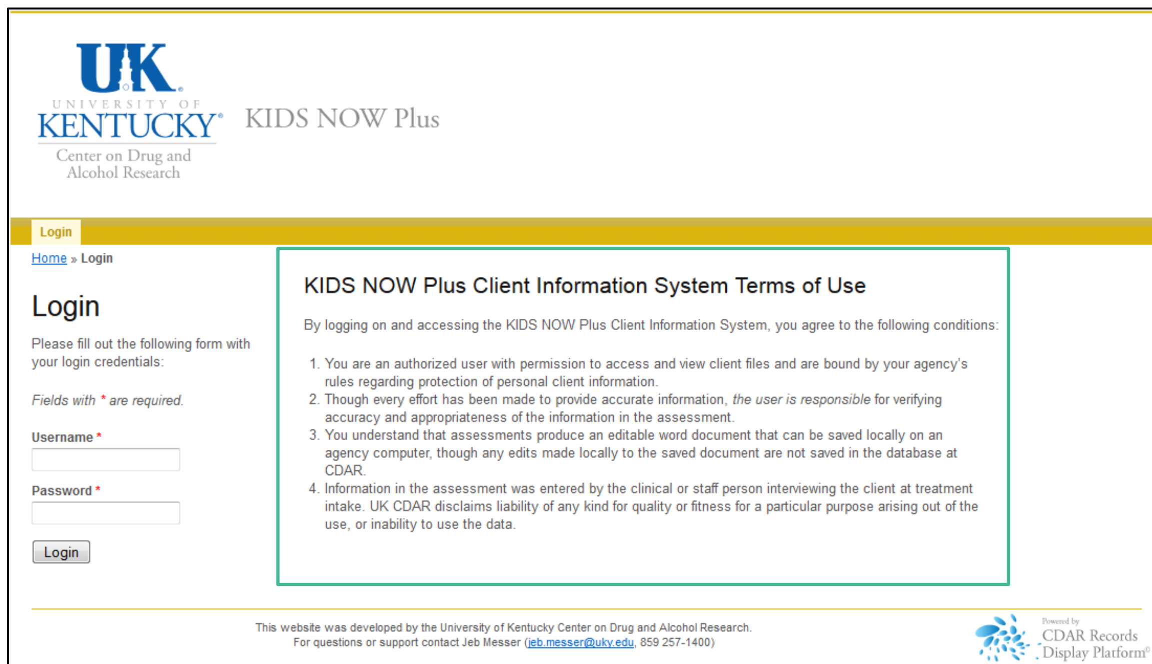
Logging In

The KY-Moms MATR Client Information System requires users to have a **unique case-sensitive ID** and **password** assigned to you by your Program Director or supervisor. Once you have your ID and password, you may log on at https://ukcdar.uky.edu/kidsnow



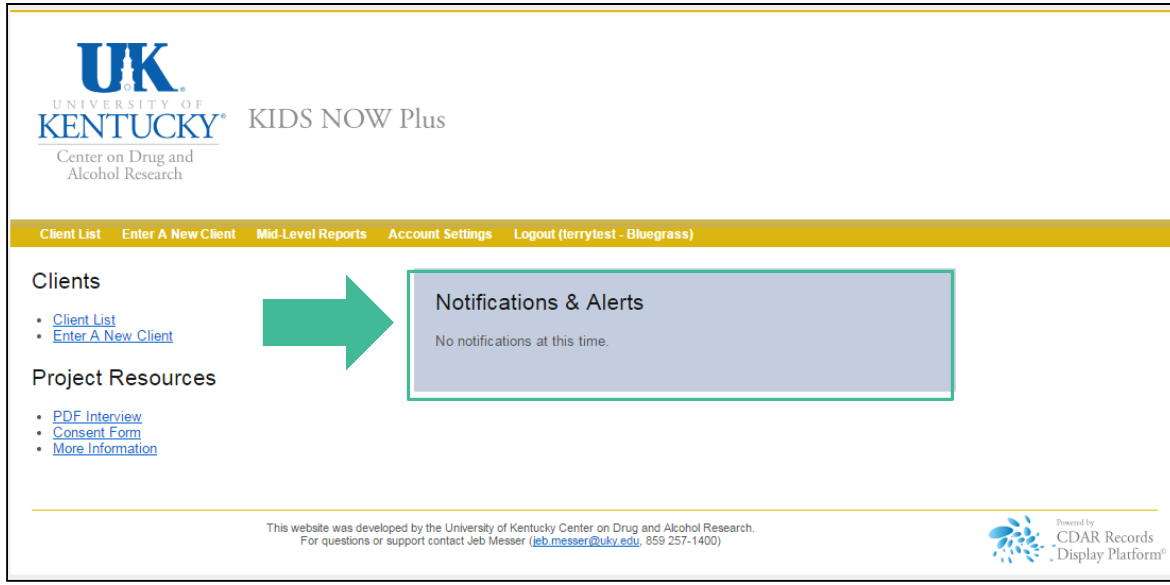
Terms of Use

By logging into the Client Information System, you agree to the **Terms of Use** for the system. These terms describe who is allowed to use the system and highlight that the Client-Self Narrative Report is based on information entered by the user.

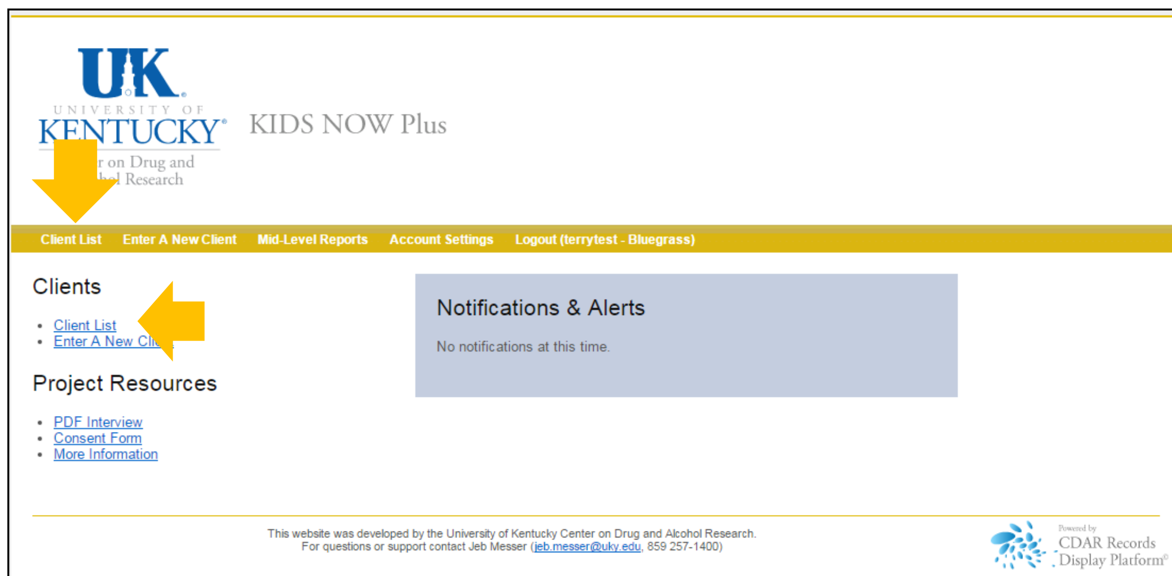


Home Screen

After logging into the Client Information System, the user is presented with the Home Screen. From this location, you are provided links to useful areas of the website and **notifications and alerts** in the green box on the right-hand side of the page.



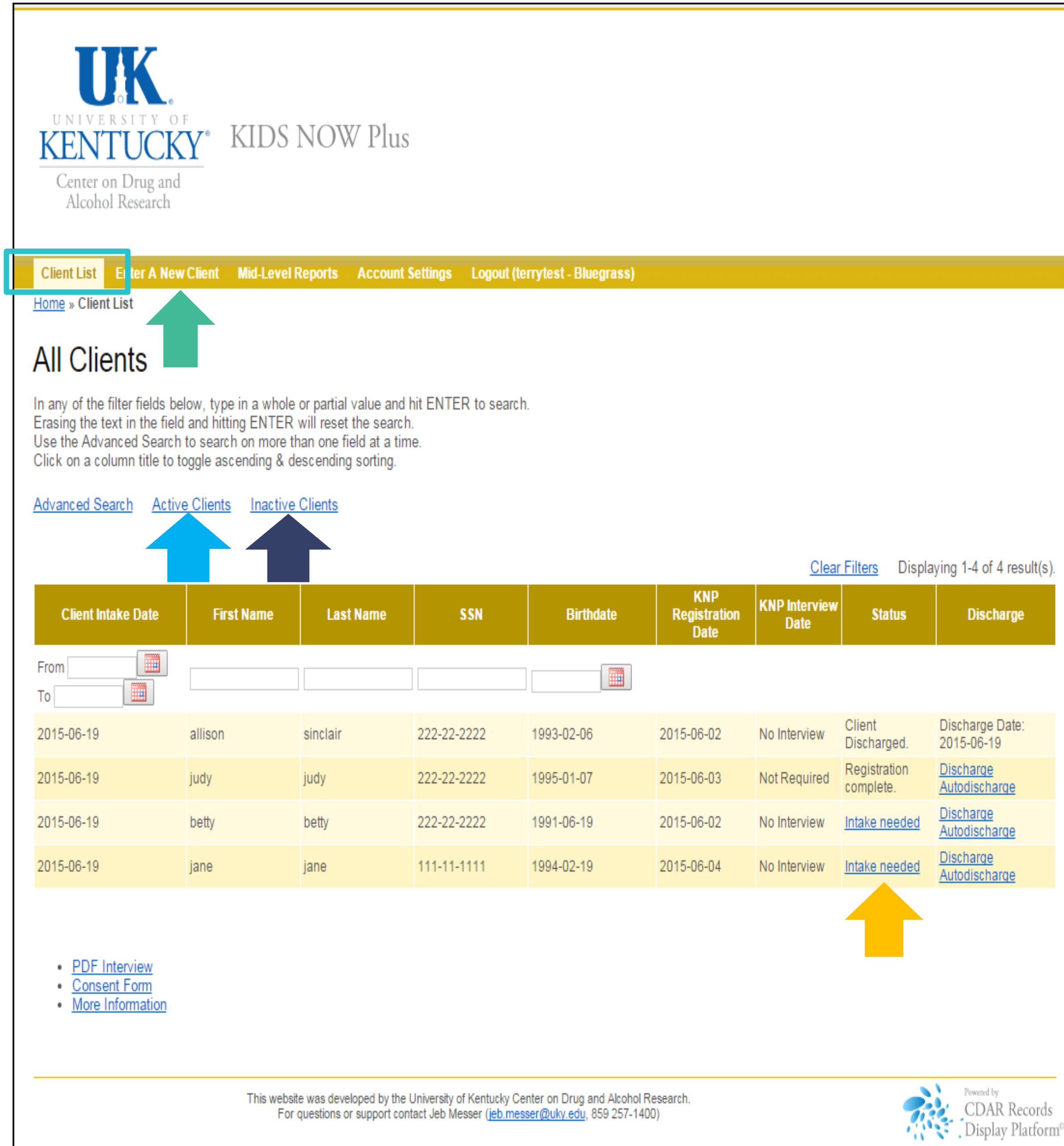
You can also view the **Client List**. From any screen in the Client Information System, you can return to your client list by clicking these links.



Client List View

When viewing the **Client List**, you'll be able to:

1. **Enter a New Client into the system**.
2. View **all clients currently active** for KY-Moms MATR
3. View **Inactive/discharged clients**
4. View **current status/actions needed** for all clients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KIDS NOW Plus

Client List | Enter A New Client | Mid-Level Reports | Account Settings | Logout (terrytest - Bluegrass)

Home » Client List

All Clients

In any of the filter fields below, type in a whole or partial value and hit ENTER to search.
Erasing the text in the field and hitting ENTER will reset the search.
Use the Advanced Search to search on more than one field at a time.
Click on a column title to toggle ascending & descending sorting.

Advanced Search | Active Clients | Inactive Clients

Clear Filters Displaying 1-4 of 4 result(s).

Client Intake Date	First Name	Last Name	SSN	Birthdate	KNP Registration Date	KNP Interview Date	Status	Discharge
From To								
2015-06-19	allison	sinclair	222-22-2222	1993-02-06	2015-06-02	No Interview	Client Discharged.	Discharge Date: 2015-06-19
2015-06-19	judy	judy	222-22-2222	1995-01-07	2015-06-03	Not Required	Registration complete.	Discharge Autodischarge
2015-06-19	betty	betty	222-22-2222	1991-06-19	2015-06-02	No Interview	Intake needed	Discharge Autodischarge
2015-06-19	jane	jane	111-11-1111	1994-02-19	2015-06-04	No Interview	Intake needed	Discharge Autodischarge

- PDF Interview
- Consent Form
- More Information

This website was developed by the University of Kentucky Center on Drug and Alcohol Research.
For questions or support contact Jeb Messer (jeb.messer@uky.edu, 859 257-1400)

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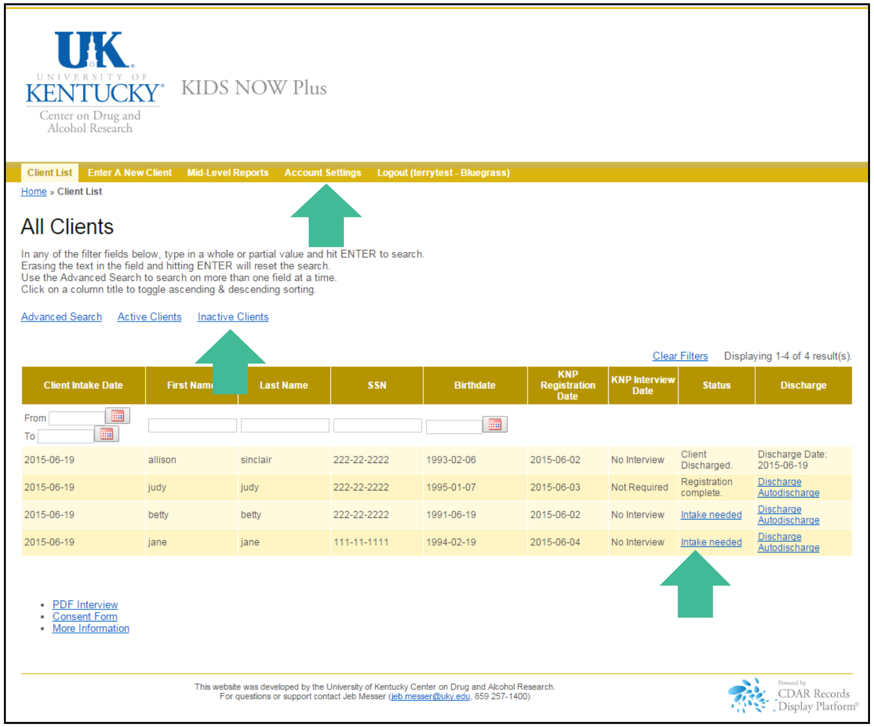
Client Information System Navigation Tips

Use the buttons and **links** within the Information Screen to move between client lists, to enter new baselines, and to view or search for information.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Center on Drug and Alcohol Research
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2015-06-19	judy	judy	222-22-2222	1995-01-07	2015-06-03	Not Required	Registration complete.	Discharge Autodischarge
2015-06-19	betty	betty	222-22-2222	1991-06-19	2015-06-02	No Interview	Intake needed	Discharge Autodischarge
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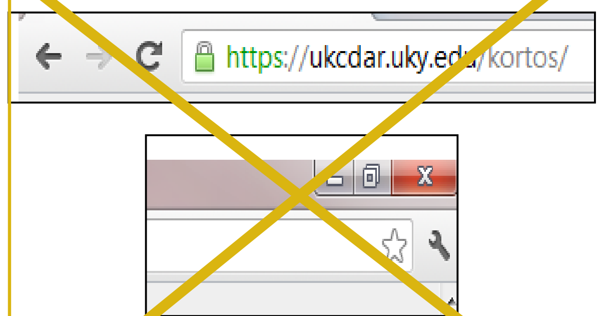
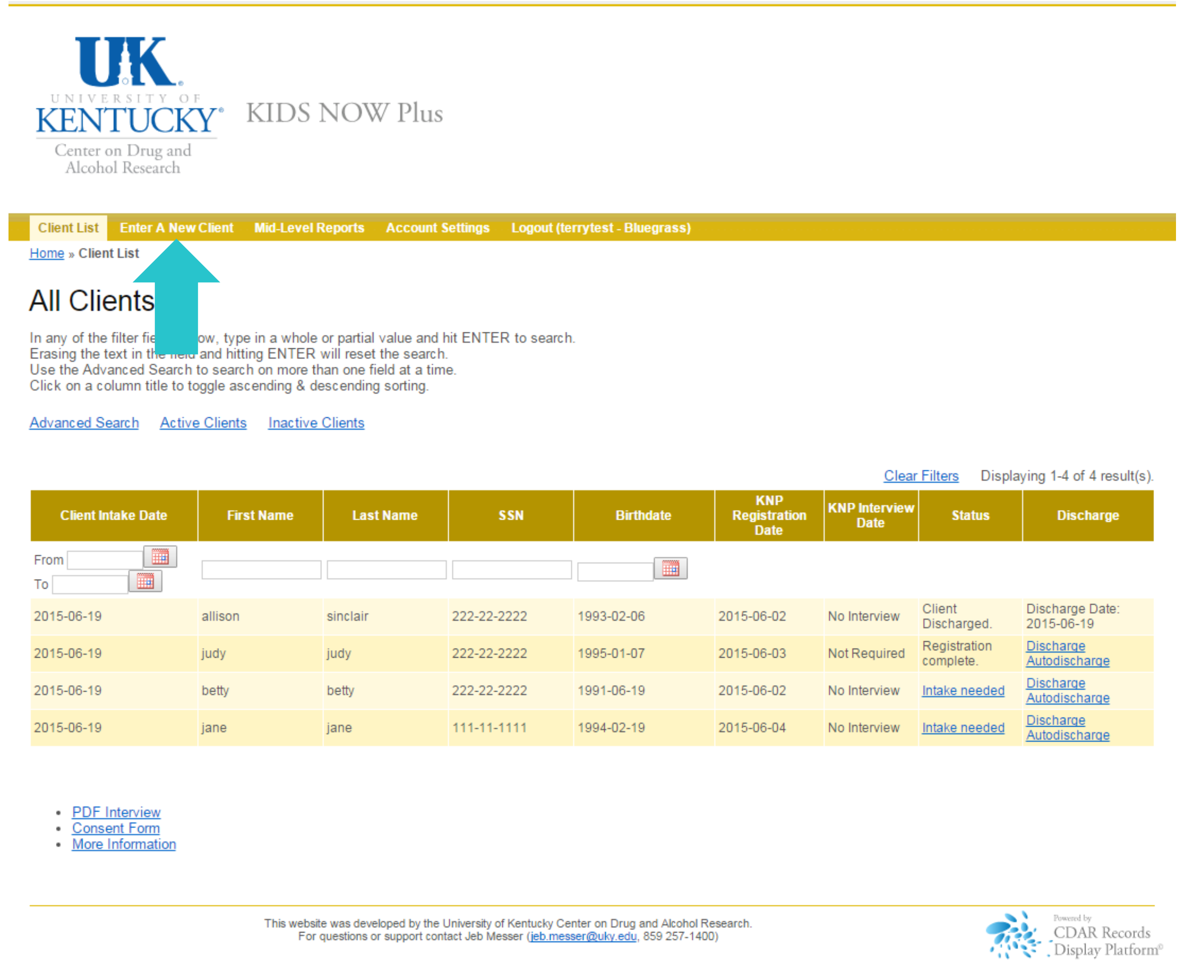
Do NOT use the exits, or back arrows in your browser



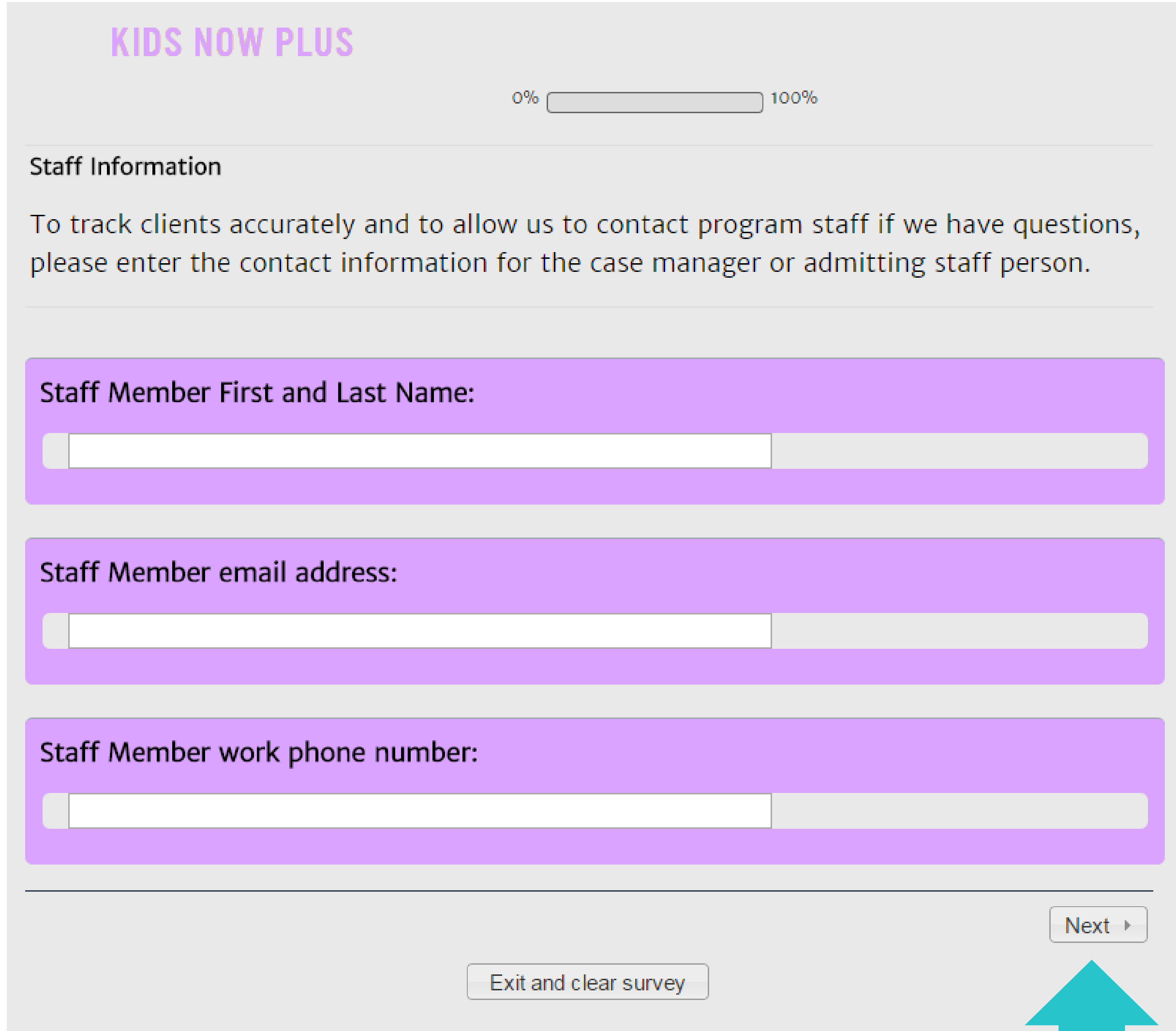
Registering a new client in the Client Information System

From either the Home screen or Client List screens, click on Enter a New Client at the top of the screen. This will bring up the screen that allows you to enter information about the case manager responsible for the client for contact purposes.



Enter the contact information requested for the Case Manager and then click **Next** to proceed to the client information screen and enter all required information concerning the client and her pregnancy timeframes

For a client who has already given birth at the time of admission, this client registration is all that will be entered in the system until the client is discharged.



Baseline Interview

Best Practice for Conducting the Baseline Interview

The clinician uses the secure, online Client Information System to guide the interview with the client

- Efficient: Allows for simultaneous data collection and data entry

Alternative Practice

If the clinician does not have online access at the time of the interview (e.g., no Wifi), the clinician can download the Baseline Interview PDF before the interview from http://cdar.uky.edu/bhos/ and complete the interview on the paper copy

- Will need to enter the information from the paper copy into the online Client Information System within 7 days

Completing a Baseline Interview

After clients are entered in the system, they will appear in your client list. From here, you can see their status in the system and access other functions such as Baseline Interviews (Intake) and Discharge questionnaires.

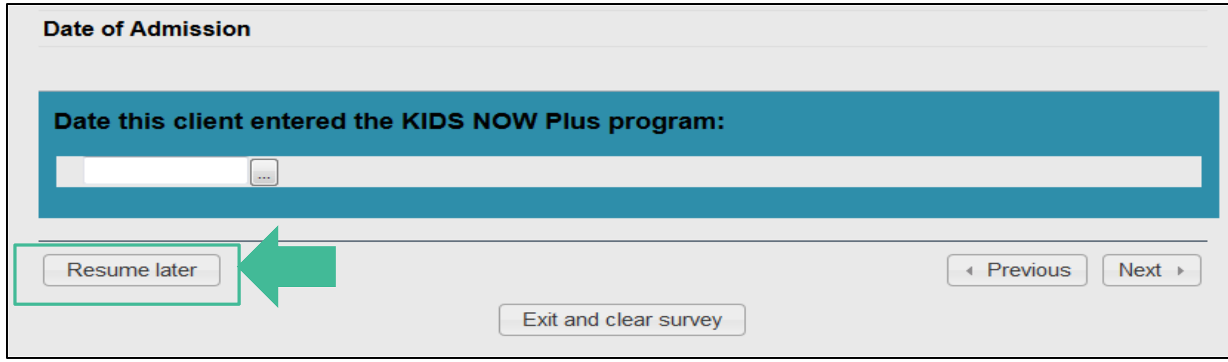
To complete a baseline interview, locate the client in your client list and click on **Intake Needed** to access the baseline survey.

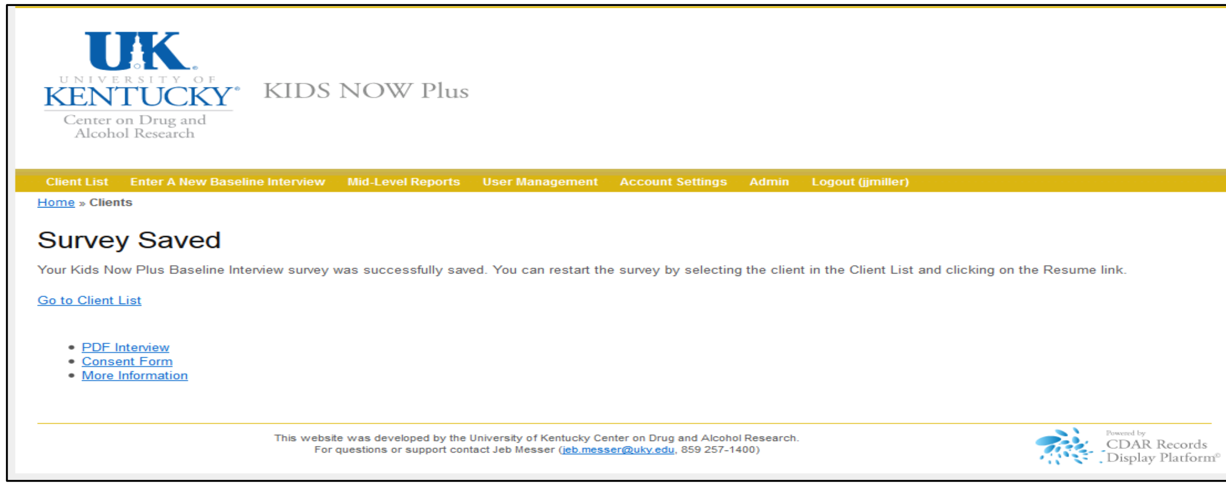
Follow all on screen instructions and complete all survey answers on each page of the Baseline Survey, clicking “Next” at the bottom of each page. At the conclusion of the survey, be sure to click on the “Submit” button at the bottom of the screen. Only then will the survey data be saved in the system.

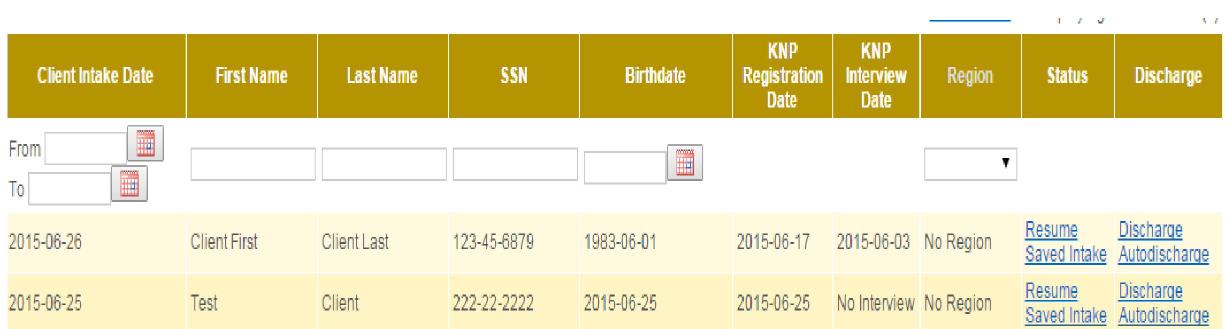
Resuming an Interview Later

In the event that you need to interrupt a Baseline survey, but intend to finish at a later time, there is a button at the bottom-left of each interview question page that will allow you to **Resume later**. Clicking this button will save all of the interview responses up to that point. The saved survey will show up in your client list and you can click on **Resume Saved Intake** to complete.

You may return to an incomplete baseline and complete it within 14 days of when you chose to resume later. After 14 days, the interview will no longer be saved and you will need to begin the interview from the beginning with the client.



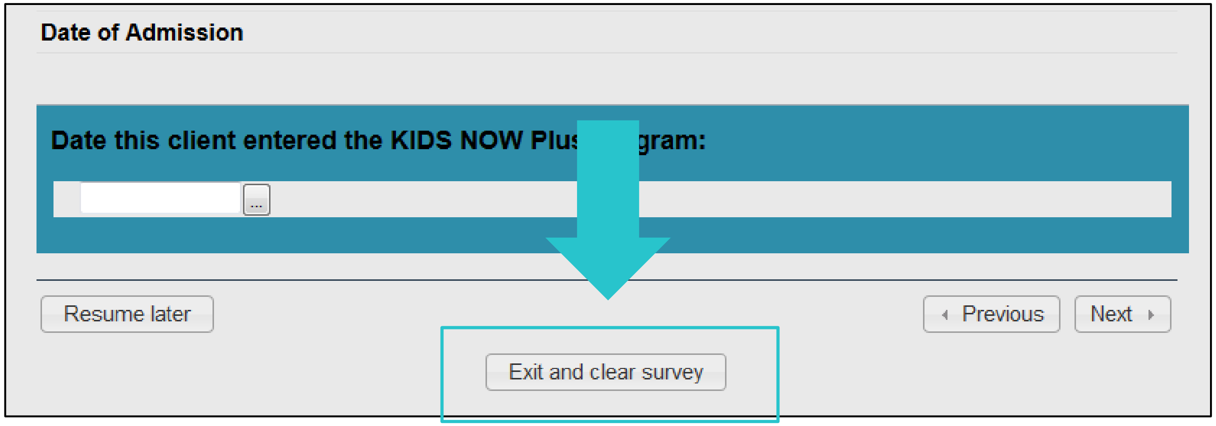




Client Intake Date	First Name	Last Name	SSN	Birthdate	KNP Registration Date	KNP Interview Date	Region	Status	Discharge
From / To									
2015-06-26	Client First	Client Last	123-45-6879	1983-06-01	2015-06-17	2015-06-03	No Region	Resume Saved Intake	Discharge Autodischarge
2015-06-25	Test	Client	222-22-2222	2015-06-25	2015-06-25	No Interview	No Region	Resume Saved Intake	Discharge Autodischarge

Exit and Clear Survey

If you have started entering a baseline in error or would like to delete all of the client's responses and start over, you can click **Exit and Clear Survey** at any time.



Use this button ***only*** if you would like to wipe out all the data you have entered thus far, either because you were entering data in error or a practice record.

Informed Consent

At the end of the Baseline interview, clients are asked to volunteer for the follow-up part of the study which consists of a 15-20 minute telephone interview about 6 months after they give birth.

- This is the “research” part of the study. Client participation is completely **voluntary**. There is **compensation** and a **consent form** for the follow-up interview.
- Clients give their consent to participate using an electronic consent form on the web survey, which is approved by the UK Medical Institutional Review Board (IRB).
- Questions on the Follow-Up Interview are very similar to the questions on the Baseline Interview
  - The Follow-Up Interview is shorter than the Baseline interview.

Follow-Up Interviews

UK CDAR contacts clients for the "UK Health Follow-up Study" to see how they are doing 6 months after their baby is born.

- No information is revealed about the client as UK tries to reach individuals for the interview. We do not tell anyone that the client was a part of the KY-Moms MATR program. It is just referred to as the **UK Health Follow-up Study**.
- Those clients who **volunteer and complete the follow-up interview** are paid $20 by check from UK.
- There is a Participant Flyer available for clients which covers all the relevant information about the study and the consent process, along with compensation information. (See following slide.)

Participant Flyer

- Access copies to distribute to clients from cdar.uky.edu/bhos.
- Go to KY-Moms MATR at the top of the webpage and select Participant Flyer in the drop-down list.

KN+ University of Kentucky Health Follow-Up Study

July 2012

Your opinions matter!

For just 15 –20 minutes of your time, you can help make prenatal care in Kentucky better.

Let your voice be heard!

What will I do?

About 6 months after your baby is born, we may contact you to do a quick 15-20 minute phone survey. During the survey, we will ask you to:

- Tell us what you liked and didn't like about your experience as a part of the program
- Tell us how you think the program could be better
- Tell us how you and your baby are doing

Why should I sign up?

Why not? Every woman has a different pregnancy experience and we want to hear about yours!

After you finish the survey, the University of Kentucky will send you a $20 check to thank you for your time.

How do I know this is real?

Check us out on Facebook! www.facebook.com/UKfollowup

Or you can call Dr. TK Logan at 1-866-972-9682 with any questions or concerns.

Why should I trust my information will stay private?

UK has a Federal Certificate of Confidentiality for this project. This means we can't be forced to give out any of your information, even under a court subpoena.

Who will see my answers?

No one.

Not even your family, partner, or program staff will know what you say. Your name is never attached to your answers so they can't be traced back to you.

Many others, just like you, have already finished the survey.

Join them today!

How do I sign up?

None of your information will ever be given out and we are not part of your program or services.

All we need is:

- Your agreement to be in the study
- The best phone number to reach you
- An address where you get mail

Contact Information for the Follow-Up Interview

If the client wants to participate in the follow-up, it is VERY important to:

- Accurately record names, addresses, telephone numbers, and relationship to client (all required) for at least one and preferably *two* contacts.
- A female relative usually knows where the client is

  Be sure to let clients know that contacts are only made with these folks as a way to locate the client, not to discuss any aspect of the survey or treatment.

If the client chooses not to participate in the follow-up study and consent is not given, mark the appropriate response and click “next”.

Refreshing the Browser - Client List

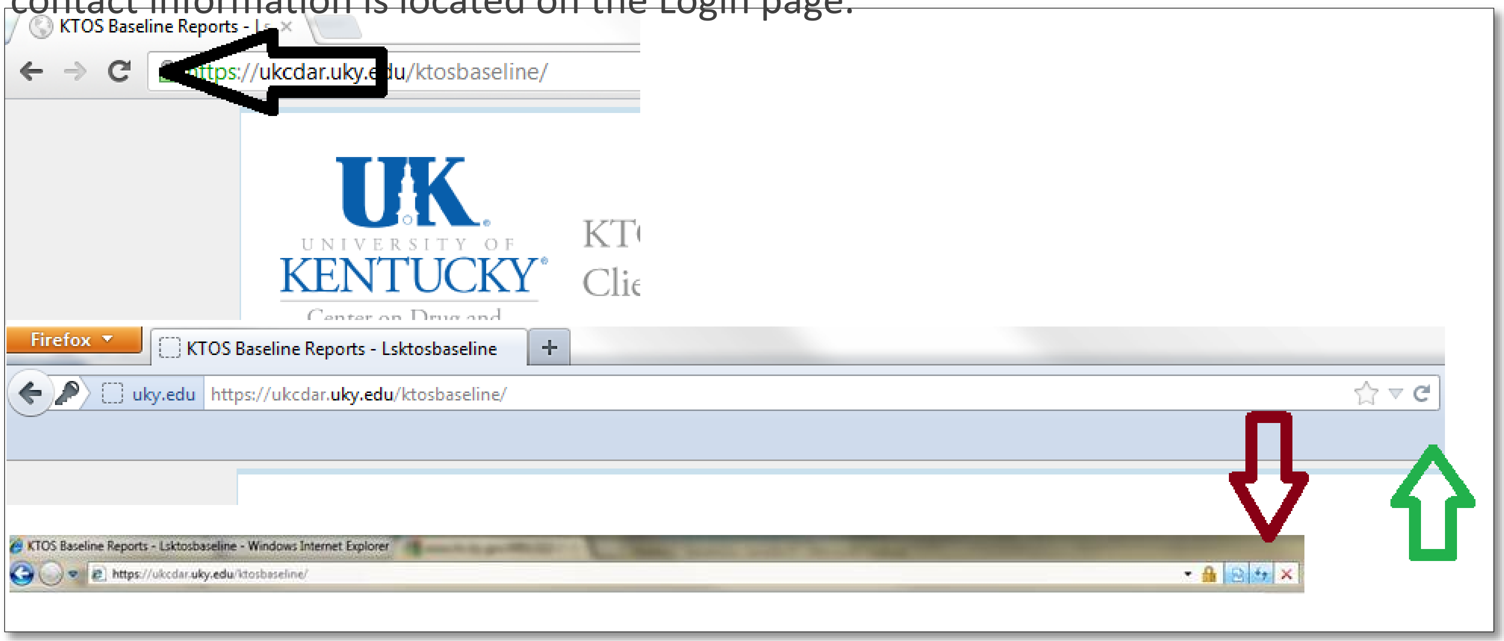
After you enter a new client in the system, or complete a baseline survey for a client, it should show up in your Client List with the appropriate status. If it does not, select the refresh button on your browser. The images below show three different browser examples.

The **black** arrow is a **Google Chrome** browser.

The **red** arrow is an **Internet Explorer** browser.

The **green** arrow is a **Firefox** browser.

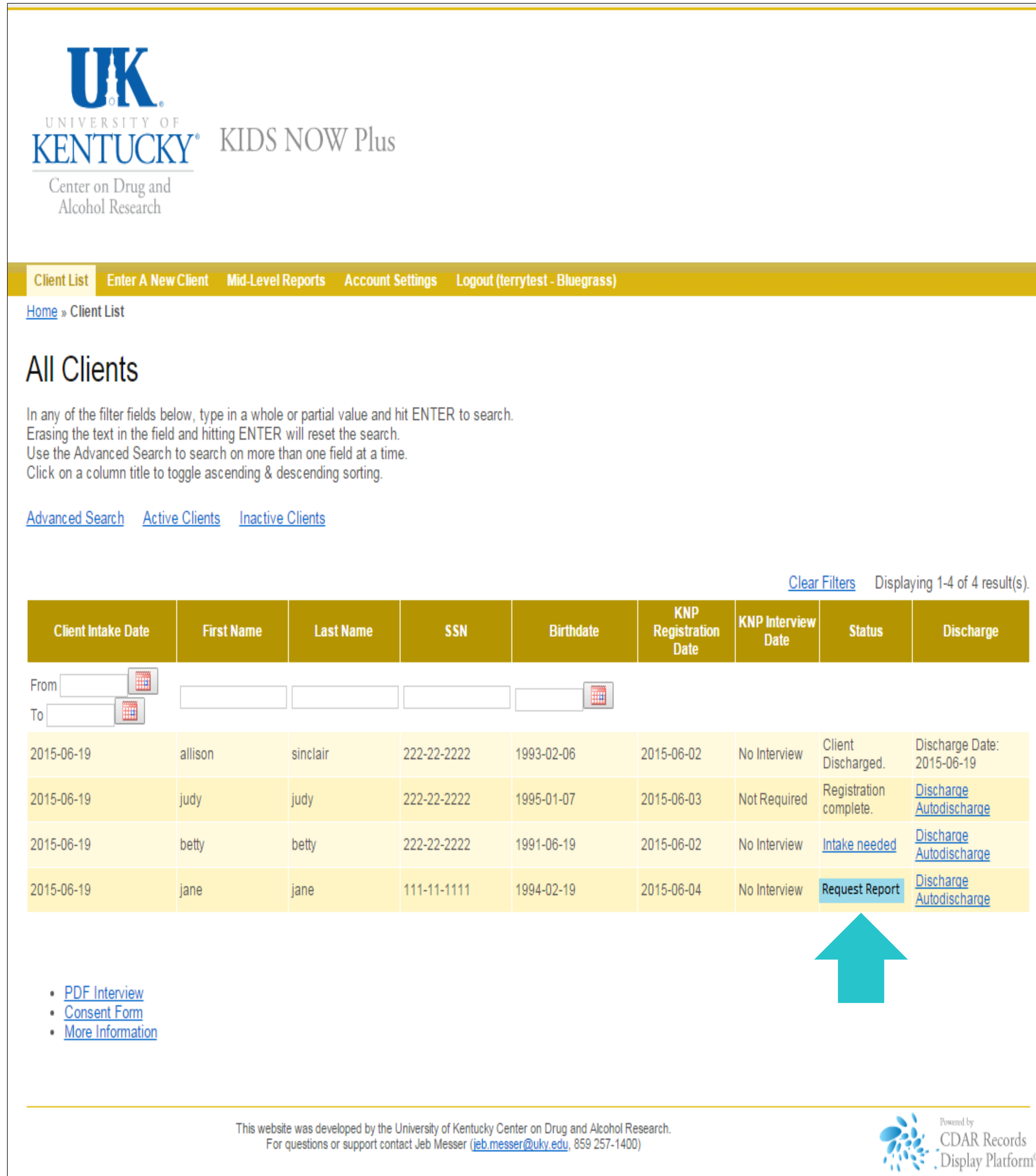
If you still do not see the client on your list, please contact CDAR. Do not re-enter the data. CDAR contact information is located on the Login page.



View a Client Narrative Report

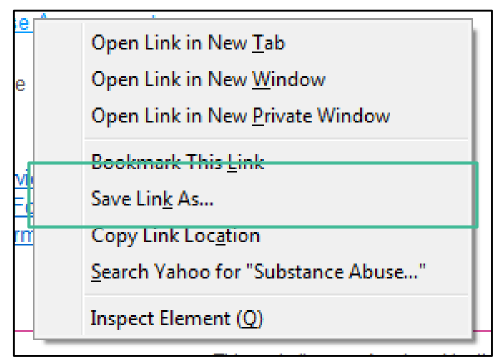
The KY-Moms MATR Client Narrative Report will be available for each client who has completed an Baseline Interview. This report compiles responses from the baseline survey into a narrative format which can be modified/printed for your use.

To view the Report, locate the client on your Client List and click on the **Request Report** link.



Save and Edit KY-Moms MATR Client Narrative Report

After the report generation has completed, a link will appear titled **Intake Report**. To save this file to your computer, right click on the link and choose "Save link as…" or "Save target as…" and select a location on your computer to save the file. Now you may edit it to meet your agency's needs to use as part of your psychosocial for the client.



Follow-Up Interview

Follow-up interviews are conducted by staff at UK CDAR, who inform clients that they operate independently from the KY-Moms MATR program.

- Lack of affiliation with the interviewers ensures more accurate reporting.

Staff are highly trained and monitored on an ongoing basis by Dr. Logan.

The follow-up study is voluntary and has a high follow-up rate

- Every client's experience is unique and important to be included in the study, and the interviewers invest substantial time and effort to reach every client who agrees to participate and who was selected for the study.
- Upon making contact with the client, the interviewers will go through the informed consent process with the client a second time, making sure that they still want to participate in the study.

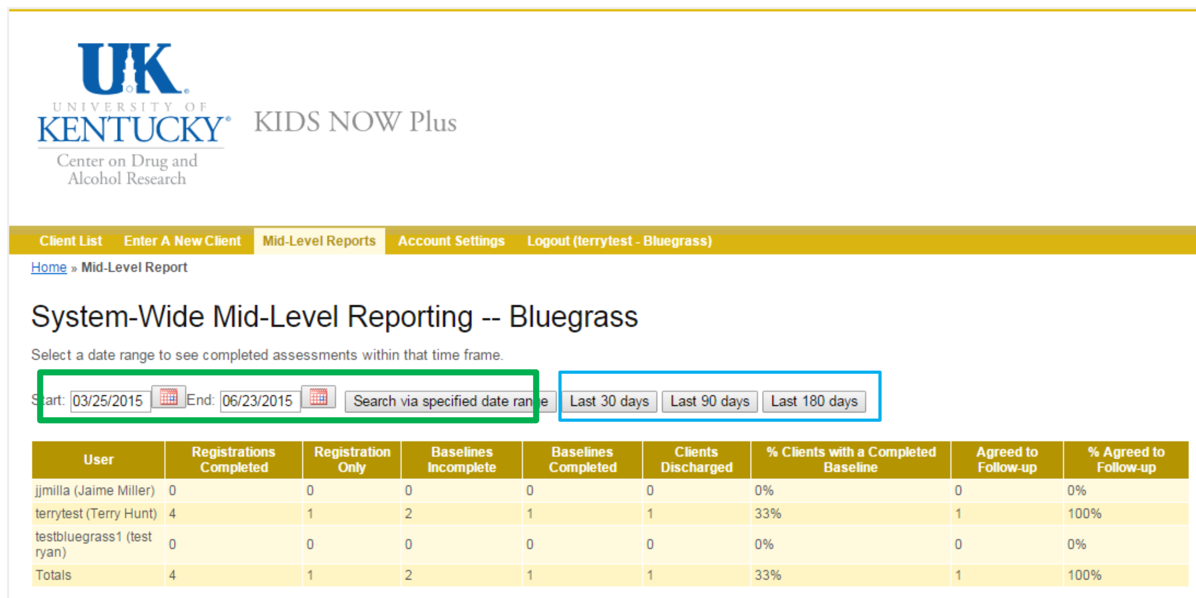
Follow-Up Interview: Protections

Confidentiality protections

- The study is approved by the UK Human Subjects Review Board and the Cabinet for Health and Family Services Human Subjects Review Board.
- All responses to the follow-up interview are separated in the database from client identifiers and are secured and encrypted.
- A **Federal Certificate of Confidentiality** ensures identifying information about clients can never be revealed, even under a subpoena. The data are secure and confidential.

Mid-Level Reporting

View **Mid-Level Reports** to see summary counts of all Baseline and Discharge entries by clinician. You can specify certain **date ranges** or select the **last 30, 90 or 180 days** using the pre-set buttons.

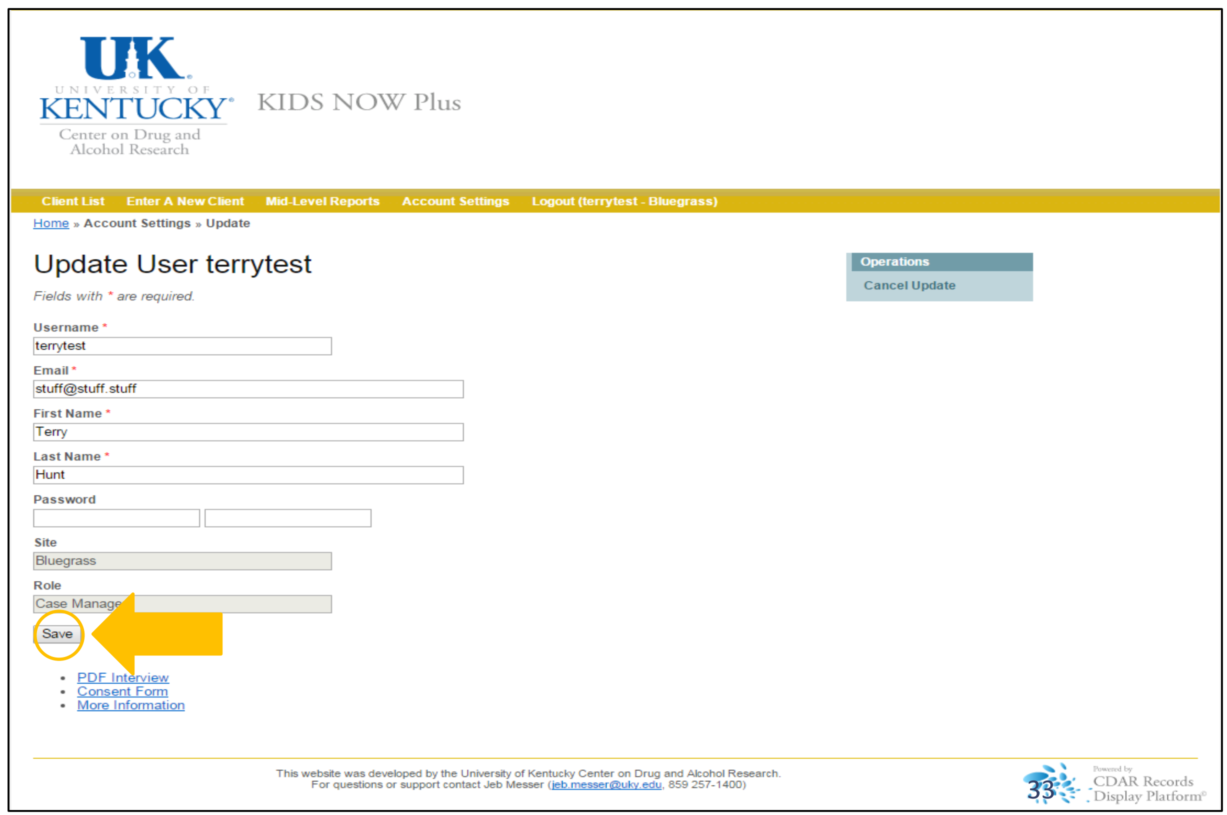


Account Settings

From the **Account Settings** tab you may change your password or update information such as name or email address

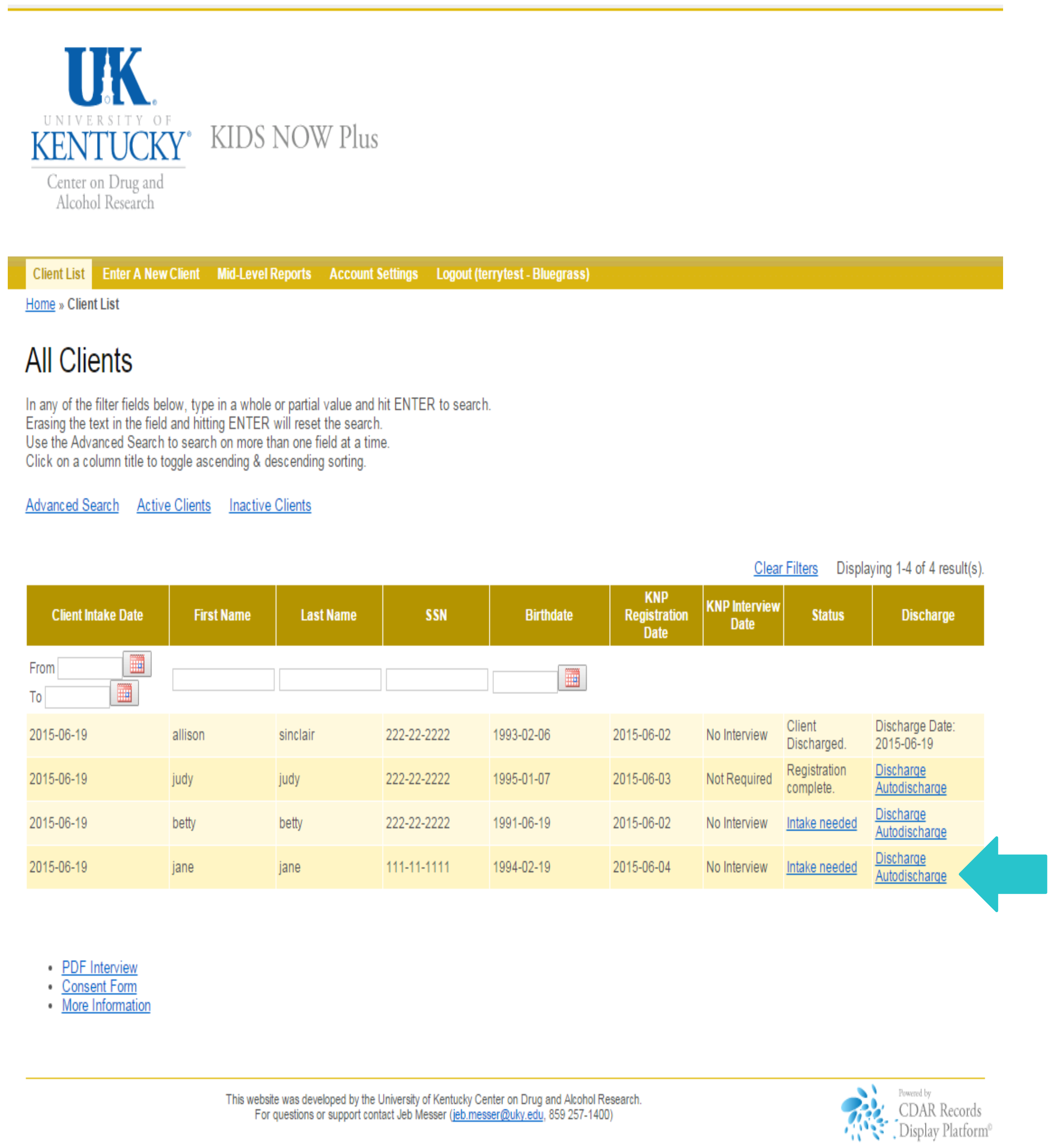
Clicking on **Change Settings** brings up the screen that allows you to change passwords and other information.

After making any necessary changes to the user profile, click on the **Save** button to save all changes.



Discharging Clients from the Client Information System

When a client is no longer receiving KY-Moms MATR services, simply click on the **Discharge** link and fill out a very brief discharge form noting the reason for the client leaving services.



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Client List | Enter A New Client | Mid-Level Reports | Account Settings | Logout (terrytest - Bluegrass)

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Summary

Using the new KY-Moms MATR Client Information System you can:

- Enter New Baseline Interviews into the system
- View which clients need to complete a KY-Moms MATR Baseline Interview
- View/Save/Edit Client Narrative Reports generated from clients' responses in the Baseline Interview
    - Discharge clients no longer receiving KY-Moms MATR services

Questions? Need more help?

Contact us and we'll be glad to help you!

KY-Moms MATR Technical Questions
- Jeb Messer 859-257-1400 or jeb.messer@uky.edu

Programmatic or KY-Moms MATR Questions
- TK Logan 859-257-8248 or tklogan@uky.edu

Need a unique log-on ID and/or password
- Contact your Program Director

Web address for KY-Moms MATR Client Information System

https://ukcdar.uky.edu/kidsnow