**Reasons for Non-Completion**

**PSC PARENT**

Follow-up PSC done within the last 60 days* – Used at discharge when the follow-up PSC-P was done within 60 days.

Please note: Do not re-enter PSC-P that was completed within the last 60 days.

In services less than 60 days* – Only relevant for discharge measure.

No Contact with Family – Used at discharge if there has been no contact at all with the family or client and services cannot continue to be delivered.

Refused – Used when the program administered the form to the parent/caregiver, but they refused to complete the form. This includes when form is mailed to the family’s home and not returned.

Youth Age* – Used when client is under the age of 3 or over 18. The parent/caregiver should not complete the PSC-P.

Other Reason (Specify) – Used when the PSC-P was not completed for a reason other than those listed.

**PSC YOUTH**

Follow-up PSC done within the last 60 days* – Used at discharge when the follow-up PSC-Y was done within 60 days.

Please note: Do not re-enter PSC-Y that was completed within the last 60 days.

In services less than 60 days* – Only relevant for discharge measure.

No Contact with Family – Used at discharge if there has been no contact at all with the family or client and services cannot continue to be delivered.

Refused – Used when the program administered the form to the client, but they refused to complete the form. This includes when form is mailed to the client’s home and not returned.

Youth Age* – Used when client is under the age of 11 or over the age of 18.

Youth Unavailable – Used when client is unavailable (e.g. client is at an inpatient hospital setting or Juvenile Hall for a short period of time).

Other Reason (Specify) – Used when the PSC-Y was not completed for a reason other than those listed.

**PESQ**

Youth Unavailable – Used when client is temporarily unavailable, but the case is being kept open (e.g. client is at an inpatient hospital setting or Juvenile Hall for a short period of time).

No Contact with Family – Used at discharge if there has been no contact at all with the family or client and services cannot continue to be delivered.

Youth Age* – Used when client is under the age of 12 or over 18.

Refused – Used when the program administered the form to the client or family, but they refused to complete the form. This includes when forms are mailed to the families’ home and not returned.

Assessment done within the last month* – Used when PESQ was completed within the last month.

Please note: Do not re-enter PESQ that was completed within the past month.

Client not eligible due to client status (At-risk)* – Used when client is at risk for substance abuse or exposure to substance(s). Youth is not currently using substances.

Other Reason (Specify) – Used when the PESQ was not completed for a reason other than those listed.

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**SD - CANS**

Follow-up CANS done within the last 60 days* – Used at discharge when the follow-up CANS was done within 60 days.

Please note: Do not re-enter CANS that was completed within the last 60 days.

In services less than 60 days* – Only relevant for discharge measure.

Youth Age* – Used when client is under the age of 6 or over the age of 21.

Other Reason (Specify) – Used when the CANS was not completed for a reason other than those listed.

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*Excluded from compliance calculations*