

- MEMORANDUM -

DATE: April 1, 2021
TO: Alameda County Behavioral Health (ACBH) Providers
FROM: ACBH Quality Assurance Office
SUBJECT: **Sexual Orientation & Gender Identity/Expression (SOGI/E) InSyst Data Entry**

On May 15th, 2017, an ACBH Memo was issued implementing the collection of client SOGI/E data during the assessment/intake period (initial and all subsequent assessments).

http://www.acbhcs.org/providers/QA/memos/2017/SOGI_Data_Collection_Memo_051517.pdf

To date, SOGI/E client information (which is voluntarily provided by the client to their Assessment Clinician or Counselor) has been maintained in the client Assessment or Intake (MH or SUD Treatment).

Effective April 12, 2021, ACBH will provide an additional mechanism to collect SOGI/E client information via InSyst entries. This data will be utilized in aggregate form for Quality Improvement purposes such as identifying gaps in services for the various Lesbian, Gay, Bisexual, Transgender, Queer or Questioning Youth, Asexual, Intersex and Two-Spirit, and other (LGBTQIA2S+) populations.

For those providers that utilize Clinician's Gateway (CG) Electronic Health Record (EHR), the SOGI/E data will move automatically into InSyst and will not need to be entered directly.

All other providers will need to enter the SOGI/E data into the InSyst Client Registration screen after completion of their Initial Assessment/Intake, per Reporting Unit (RU) and annually thereafter.

The SOGI/E data fields include: Client's Preferred First, Middle and Last Name; Sex Assigned at Birth; Personal Pronoun; Gender Identity; and Sexual Orientation. These will apply to both MH and SUD clients.

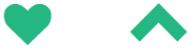
Please reference the new **INSYST Client Registration SOGI/E Screens Addendum** below showing the location of each the new SOGI/E data fields.

The revised ACBH MH and SUD Client Registration Forms and InSyst Mini Manuals are available: [BHCS Providers Website \(acbhcs.org\)](http://www.acbhcs.org)

Please note, it is the responsibility of every ACBH provider, both County and ACBH-contracted, to ensure that their staff are trained in the provision of culturally appropriate services, including working with LGBTQIA2S+ individuals and their families. The ACBH Training Unit will also continue to provide learning opportunities.

Please contact ACBH Quality Assurance Technical Assistance with any questions or concerns at QATA@acgov.org





InSyst Client Registration SOGI/E Screens Addendum

New **MHS** Client screen – 3rd screen¹

```
Client Preferred Name:
Prefer Last Name:  XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
Prefer First Name:  XXXXXXXXXXXXXXXXXXXXXXXX Prefer Middle Name: XXXXXXXXXXXXXXXX

Client Sexual Orientation/Gender Identity Info:
Sex Assigned at Birth: X          Current Gender Identity: X X X X X X X X X
Personal (or preferred) Pronoun: X X X X X
Sexual Orientation (Select all that apply): X X X X X X X X X

Santa Rita Booking Info:
Booking First Name: XXXXXXXXXXXXXXXXXXXXXXXX
Booking Last Name:  XXXXXXXXXXXXXXXXXXXXXXXX
PFN #: XXXXXXXX          SRMR #: XXXXXXXXXXXX

Child & Youth ONLY Info:
Child Welfare: X          Juvenile Prob: X

Presumptive Transfer or Waivered Presumptive Transfer Info:
OOC Foster: XX          ALCO Foster: XX
OOC From County: XX     ALCO To County: XX
OOC Effective Date: 99/99/9999 ALCO Effective Date: 99/99/9999
```

New **SUD** Client screen – 3rd screen¹

```
Client Preferred Name:
Prefer Last Name:  XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
Prefer First Name:  XXXXXXXXXXXXXXXXXXXXXXXX
Prefer Middle Name: XXXXXXXXXXXXXXXX

Client Sexual Orientation/Gender Identity Info:
Sex Assigned at Birth: X          Current Gender Identity: X X X X X X X X X
Personal (or preferred) Pronoun: X X X X X
Sexual Orientation (Select all that apply): X X X X X X X X X

Client Category:
Prop47 Client: X          Prop47 Date ID: 99/99/9999

Client Info:
Client Date of Death: 99/99/9999
```

¹ Note: Personal (or preferred) Pronoun; Gender Identity Expression; and Sexual Orientation fields allow all options that apply to be entered (rather than the limitation of one selection)