

# MHS InSyst Table Codes

This document lists InSyst codes for:

- Client Registration
- Episode
- Service entry
- Maintenance Screens

CSI and CSI periodic fields are identified in the field title.

## Client Registration Tables:

### Sex – (\*) CSI

F=Female	M=Male	U=Unknown
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### Education – (\*) CSI (\*\*) CSI Periodic

Type in the number indicating the highest grade completed. If the highest grade is greater than 20, type “20”. Enter “12” if the client has completed high school.

Enter “99” for unknown.

### Physical Disability

00 = None 01 = Severe Visual Impairment 02 = Severe Hearing Impairment 04 = Speech Impairment	08 = Physical Impairment Mobility 16 = Developmentally Disabled 32 = Other Physical Impairment 99 = Unknown
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**NOTE:** Select the appropriate code, add the number of codes together for a total, enter the total in this two-digit field.

Examples: A person who is deaf would be coded 02. A person who is deaf with a speech impairment would be coded 06 (02+04=06). A person who is blind, in a wheelchair and has diabetes would be coded 41 (01+08+32=41).

## Primary Language/ Preferred Language – (\*) CSI

A = English	I = Sign ASL	Q = Hmong	Y = Arabic	1 = Thai
B = Spanish	J = Other Non-English	R = Turkish	Z = Samoan	2 = Farsi
C = Chinese Dialect	K = Korean	S = Hebrew		3 = Other Sign
D = Japanese	L = Russian	T = French		4 = Other Chinese Dialects
E = Filipino Dialect	M = Polish	U = Cantonese		5 = Ilocano
F = Vietnamese	N = German	V = Mandarin		6 = Hindi
G = Laotian	O = Italian	W = Portuguese		7 = Pashto
H = Cambodian	P = Mien	X = Armenian		8 = Punjabi

## Ethnicity/Race - (\*) CSI

A = White	I = Japanese	P = Other Pacific Islander
B = Black	J = Filipino	Q = Korean
C = Native American	K = Other Asian	R = Samoan
E = Chinese	L = Other Non- White	S = Asian Indian
F = Vietnamese	M = Unknown	T = Hawaiian Native
G = Laotian	N = Other Southeast Asian	U = Guamanian
H = Cambodian	O = Hmong	W = Mien

## Hispanic Origin – (\*) CSI

1 = Not Hispanic	5 = Other Latino	N = Nicaraguan
2 = Mexican/Mexican American	G = Guatemalan	S = Salvadoran
4 = Puerto Rican	M = South American	U = Unknown/Not Reported

## Marital Status

1 = Never Married	3 = Widowed	5 = Separated
2 = Married/Live Together	4 = Divorced/Dissolved	6 = Unknown

## Care Giver - (\*) CSI

Enter the number of persons the client cares for, or is responsible for, at least 50% of the time, for the age categories of under the age of 18 and over the age of 18.

00 = None	01 – 98 Number of Persons	99 = Unknown
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## Veteran Status

1 = Yes	2 = No	3 = Decline to answer
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## Sex Assigned at Birth

1 = Male	2 = Female	3 = Other
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**Personal (or preferred) Pronoun – What is your Pronoun-Personal or preferred Pronoun?**– Enter up to FIVE codes which best represent the client’s personal (or preferred) Pronoun as identified by the client.

1 = He/Him	3 = They/Them	5 = Prefer Not to Answer
2 = She/Her	4 = Other Pronoun	U= Unknown

**Sexual Orientation** – Enter up to NINE codes which best represent the client’s Sexual Orientation as identified by the client.

1	Heterosexual/Straight	4	Bisexual	7	Other Additional Sexual Orientation
2	Gay	5	Queer	8	Prefer Not To Answer
3	Lesbian	6	Questioning	U	Unknown

**Current Gender Identity** – Enter up to NINE codes which best represent the client’s Current Gender Identity as identified by the client.

1	Male	5	Transgender: Male to Female / Transgender Female/Trans Woman	9	Prefer Not To Answer
2	Female	6	Transgender: Female to Male / Transgender Male/Trans Man	U	Unknown
3	Intersex	7	Gender non-conforming		
4	Gender Queer (not exclusively male or female)	8	Other Additional Gender Category		

## Significant Other Relationship

**Significant Other-** Enter **name, relationship, telephone number,** and **address** of any person(s) who has an important relationship with the client. The relationships currently defined are:

Father	Husband	Relative	Friend	Therapist	Probation Officer
Mother	Wife	Guardian	Partner	MD / Physician	Parole Officer
Son	Brother	Conservator	Employer	Board Care	Other
Daughter	Sister	Attorney	Minister	Psych	

## COUNTY CODES

Alameda	01
Alpine	02
Amador	03
Butte	04
Calaveras	05
Colusa	06
Contra Costa	07
Del Norte	08
El Dorado	09
Fresno	10
Glenn	11
Humboldt	12
Imperial	13
Inyo	14
Kern	15
Kings	16
Lake	17
Lassen	18
Los Angeles	19
Madera	20
Marin	21
Mariposa	22
Mendocino	23
Merced	24
Modoc	25
Mono	26

Placer	31
Plumas	32
Riverside	33
Sacramento	34
San Benito	35
San Bernardino	36
San Diego	37
San Francisco	38
San Joaquin	39
San Luis Obispo	40
San Mateo	41
Santa Barbara	42
Santa Clara	43
Santa Cruz	44
Shasta	45
Sierra	46
Siskiyou	47
Solano	48
Sonoma	49
Stanislaus	50
Sutter	51
Tehama	52
Trinity	53
Tulare	54
Tuolumne	55
Ventura	56

Monterey	27
Napa	28
Nevada	29
Orange	30

Yolo	57
Yuba	58
Unknown California County	99
Not California County	00

## STATE CODES

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Alabama	AL
Alaska	AK
Arizona	AZ
Arkansas	AR
California	CA
Colorado	CO
Connecticut	CT
Delaware	DE
District of Columbia	DC
Florida	FL
Georgia	GA
Hawaii	HI
Idaho	ID
Illinois	IL
Indiana	IN
Iowa	IA
Kansas	KS
Kentucky	KY
Louisiana	LA
Maine	ME
Maryland	MD
Massachusetts	MA
Michigan	MI
Minnesota	MN
Mississippi	MS
Missouri	MO
Montana	MT

Nebraska	NE
Nevada	NV
New Hampshire	NH
New Jersey	NJ
New Mexico	NM
New York	NY
North Carolina	NC
North Dakota	ND
Ohio	OH
Oklahoma	OK
Oregon	OR
Pennsylvania	PA
Rhode Island	RI
South Carolina	SC
South Dakota	SD
Tennessee	TN
Texas	TX
Utah	UT
Vermont	VT
Virginia	VA
Washington	WA
West Virginia	WV
Wisconsin	WI
Wyoming	WY
Unknown State	UN
Not US State	00

## COUNTRY CODES

AFGHANISTAN	AF
ALBANIA	AL
ALGERIA	AG
AMERICAN SAMOA	AQ
ANDORRA	AN
ANGOLA	AO
ANGUILLA	AV
ANTARCTICA	AY
ANTIGUA AND BARBUDA	AC
ARGENTINA	AR
ARMENIA	AM
ARUBA ISLANDS	AA
ASHMORE/CARTIER ISLANDS	AT
AUSTRALIA	AS
AUSTRIA	AU
AZERBAIJAN	AJ
BAHAMAS	BF
BAHRAIN	BA
BAKER ISLAND	FQ
BANGLADESH	BG
BARBADOS	BB
BASSAS DA INDIA	BS
BELARUS	BO
BELGIUM	BE
BELIZE	BH
BENIN	BN
BERMUDA	BD
BHUTAN	BT
BOLIVIA	BL
BOSNIA/HERZEGOVINA	BK
BOTSWANA	BC
BOUVET ISLAND	BV
BRAZIL	BR
BRITISH INDIAN OCEAN TERRITORY	IO
BRITISH VIRGIN ISLANDS	VI
BRUNEI	BX
BULGARIA	BU
BURKINA	UV
BURMA	BM
BURUNDI	BY

CAMBODIA	CB
CAMEROON	CM
CANADA	CA
CAPE VERDE	CV
CAYMAN ISLANDS	CJ
CENTRAL AFRICAN REPUBLIC	CT
CHAD	CD
CHILE	CI
CHINA	CH
CHRISTMAS ISLAND	KT
CLIPPERTON	IP
COCOS (KEELING) ISLANDS	CK
COLOMBIA	CO
COMOROS	CN
CONGO	CF
COOK ISLANDS	CW
CORAL SEA ISLANDS	CR
COSTA RICA	CS
COTE D'IVOIRE	IV
COUNTRY NOT LISTED	0
CROATIA	HR
CUBA	CU
CYPRUS	CY
CZECH REPUBLIC	EZ
DENMARK	DA
DJIBOUTI	DJ
DOMINICA	DO
DOMINICAN REPUBLIC	DR
ECUADOR	EC
EGYPT	EG
EL SALVADOR	ES
EQUATORIAL GUINEA	EK
ERITREA	ER
ESTONIA	EN
ETHIOPIA	ET
EUROPA ISLAND	EU
FALKLAND ISLANDS/MALVINAS	FK
FAROE ISLANDS	FO
FEDERATED STATES OF MICRONESIA	FM
FIJI	FJ

## COUNTRY CODES CONT.

FINLAND	FI	JARVIS ISLAND	DO
FRANCE	FR	JERSEY	JE
FRENCH GUIANA	FG	JOHNSTON ATOLL	JQ
FRENCH POLYNESIA	FP	JORDAN	JO
FRENCH SOUTHERN/ANTARCTIC	FS	JUAN DE NOVA ISLAND	JU
GABON	GB	KAZAKHSTAN	KZ
GAMBIA	GA	KENYA	KE
GAZA STRIP	GZ	KINGMAN REEF	KQ
GEORGIA	GG	KIRIBATI	KR
GERMANY	GM	KOREA DEMOCRATIC REPUBLIC	KN
GHANA	GH	KOREA, REPUBLIC OF	KS
GIBRALTAR	GI	KUWAIT	KU
GLORIOSO ISLANDS	GO	KYRGYZSTAN	KG
GREECE	GR	LAOS	LA
GREENLAND	GL	LATVIA	LG
GRENADA	GJ	LEBANON	LE
GUADELOUPE	GP	LESOTHO	LT
GUAM	GQ	LIBERIA	LI
GUATEMALA	GT	LIBYA	LY
GUERNSEY	GK	LIECHTENSTEIN	LS
GUINEA	GV	LITHUANIA	LH
GUINEA-BISSAU	PU	LUXEMBOURG	LU
GUYANA	GY	MACAU	MC
HAITI	HA	MACEDONIA	MK
HEARD ISLAND/MCDONALD ISLANDS	HM	MADAGASCAR	MA
HONDURAS	HO	MALAWI	MI
HONG KONG	HK	MALAYSIA	MY
HOWLAND ISLAND	HQ	MALDIVES	MV
HUNGARY	HU	MALI	ML
ICELAND	IC	MALTA	MT
INDIA	IN	MAN, ISLE OF	IM
INDONESIA	ID	MARSHALL ISLANDS	RM
IRAN	IR	MARTINIQUE	MB
IRAQ	IZ	MAURITANIA	MR
IRELAND	EI	MAURITIUS	MP
ISRAEL	IS	MAYOTTE	MF
ITALY	IT	MEXICO	MX
JAMAICA	JM	MIDWAY ISLANDS	MQ
JAN MAYEN	JN	MOLDOVA	MD
JAPAN	JA	MONACO	MN
MONGOLIA	MG	SPAIN	SP
MONTENEGRO	MW	SPRATLY ISLANDS	PG
MONTSERRAT	MH	SRI LANKA	CE
MOROCCO	MO	ST. HELENA	SH
MOZAMBIQUE	MZ	ST. KITTS AND NEVIS	SC
NAMIBIA	WA	ST. LUCIA	ST
NAURU	NR	ST. PIERRE AND MIQUELON	SB
NAVASSA ISLAND	BQ	ST. VINCENT/THE GRENADINES	VC
NEPAL	NP	SUDAN	SU

## COUNTRY CODES CONT.

NETHERLANDS	NT
NETHERLANDS	NL
NEW CALEDONIA	NC
NEW ZEALAND	NZ
NICARAGUA	NU
NIGER	NG
NIGERIA	NI
NIUE	NE
NORFOLK ISLAND	NF
NORTHERN MARIANA ISLANDS	CQ
NORWAY	NO
OMAN	MU
PAKISTAN	PK
PALAU	PS
PALMYRA ATOLL	LQ
PANAMA	PM
PAPUA NEW GUINEA	PP
PARACEL ISLANDS	PF
PARAGUAY	PA
PERU	PE
PHILIPPINES	RP
PITCAIRN ISLANDS	PC
POLAND	PL
PORTUGAL	PO
PUERTO RICO	RQ
QATAR	QA
REUNION	RE
ROMANIA	RO
RUSSIA	RS
RWANDA	RW
SAN MARINO	SM
SAO TOME AND PRINCIPE	TP
SAUDI ARABIA	SA
SENEGAL	SG
SERBIA	SR
SEYCHELLES	SE
SIERRA LEONE	SL
SINGAPORE	SN
SLOVAKIASI/SLOVENIA	LO
SOLOMAN ISLANDS	BP
SOMALIA	SO
SOUTH AFRICA	SF
SOUTH GEORGIA/SANDWICH ISLANDS	SX

SURINAME	NS
SVALBARD	SV
SWAZILAND	WZ
SWEDEN	SW
SWITZERLAND	SZ
SYRIA	SY
TAIWAN	TW
TAJKISTAN	TI
TANZANIA	TZ
THAILAND	TH
TOGO	TO
TOKELAU	TL
TONGA	TN
TRINIDAD AND TOBAGO	TD
TROMELIN ISLAND	TE
TUNISIA	TS
TURKEY	TU
TURKMENISTAN	TX
TURKS AND CAICOS ISLANDS	TK
TUVALU	TV
UGANDA	UG
UKRAINE	UP
UNITED ARAB EMIRATES	TC
UNITED KINGDOM	UK
UNITED STATES	US
URUGUAY	UY
UZBEKISTAN	UZ
VANUATU	NH
VATICAN CITY	VT
VENEZUELA	VE
VIETNAM	VM
VIRGIN ISLANDS	VQ
WAKE ISLAND	WQ
WALLIS AND FUTUNA	WF
WEST BANK	WE
WESTERN SAHARA	WI
WESTERN SAMOA	WS
YEMEN	YM
ZAIRE	CG
ZAMBIA	ZA
ZIMBABWE	ZI
Unknown Country	99

## Episode Data

This document lists Standard InSyst codes for the Episode Opening, Closing, Maintenance, and One Shot Screens.

### **Legal Status – (\*) CSI**

W60000 = Voluntary  
W51500 = 72 Hour Hold  
W55850 = 72 Hour Hold for Minor  
W52500 = First 14 Day Hold  
W52600 = Second 14 Day Hold  
W52700 = Thirty Day Extension for Grave Disability  
W53000 = 180 Day Post Certification  
W53520 = Temporary Conservatorship  
W53521 = Temporary Conservatorship Extension  
W53550 = Permanent Conservatorship  
W53551 = Permanent Conservatorship Extension  
P10260 = Not Guilty by Reason of Insanity  
P13680 = Incompetent To Stand Trial

### **Trauma – (\*) CSI**

Identifies clients that have experienced traumatic events including experiences such as having witnessed violence, having been a victim of crime or violence, having lived through a natural disaster, having been a combatant or civilian in a war zone, having witnessed or having been a victim of a severe accident, or having been a victim of physical, emotional, or sexual abuse.

Y = Yes

N = No

U = Unknown

### **GMC (\*) CSI**

Only use the General Medical Condition Summary Code. You can select up to three per Axis 3 field.

01 = Arterial Sclerotic Disease	11 = Cirrhosis	21 = Osteoporosis	31 = Physical Disability
02 = Heart Disease	12 = Diabetes	22 = Cancer	32 = Stroke
03 = Hypercholesterolemia	13 = Infertility	23 = Blind / Visually Impaired	33 = Tinnitus
04 = Hyperlipidemia	14 = Hyperthyroid	24 = Chronic Pain	34 = Ear Infections
05 = Hypertension	15 = Obesity	25 = Deaf / Hearing Impaired	35 = Asthma
06 = Birth Defects	16 = Anemia	26 = Epilepsy / Seizures	36 = Sexually Transmitted Disease (STD)
07 = Cystic Fibrosis	17 = Allergies	27 = Migraines	37 = Other
08 = Psoriasis	18 = Hepatitis	28 = Multiple Sclerosis	99 = Unknown/Not Reported General Medical Cond
09 = Digestive Disorder	19 = Arthritis	29 = Muscular Dystrophy	00 = No General Medical Condition
10 = Ulcers	20 = Carpal Tunnel Syndrome	30 = Parkinson's Disease	

## Substance Abuse / Dependence Issue – (\*) CSI

Identifies whether or not the client has a substance abuse / dependence issue. **If Yes , you must enter a valid ICD10 diagnosis code.**

Y = Yes (Requires Dx)

N = No

## Source of Income

0 = Not Collected	4 = Retirement
1 = None	5 = General or Public Assistance
2 = Earned thru Employment	6 = Other (V.A, Rent, Interest, Dividends, etc.
3 = Disability	7 = Unknown

## Living Situation – (\*)CSI (\*\*) Periodic Data

**NOTE: PLEASE see Housing Definitions on following pages (pages 10-12)**

- 05 = Foster family home (for children)
- 06 = Single room (hotel, motel, rooming house)
- 07 = Group quarters (dorm, barracks, migrant camp, long-term shelter)
- 08 = Group home
- 09 = CRTs long-term or transitional housing (Crisis Residential Treatment Services)
- 10 = Satellite housing
- 13 = House or Apartment
- 14 = House or apt. w/support
- 15 = House or apt. w/supervision
- 16 = Supported housing
- 20 = Small Board & Care home (6 beds or less)
- 21 = Large Board & Care home (7 beds or more)
- 22 = Residential Treatment Center
- 23 = Community Treatment Facility
- 24 = Adult Residential/ Social Rehabilitation
- 31 = State Hospital
- 32 = VA Hospital
- 33 = SNF/ICF/IMD, for Psychiatric reasons
- 34 = SNF/ICF/Nursing home, for physical health reasons
- 35 = General hospital
- 36 = Mental Health Rehabilitation Center
- 37 = PHF/Inpatient Psych
- 40 = Drug Abuse facility
- 41 = Alcohol Abuse Facility
- 42 = Justice Related
- 50 = Temporary Arrangement
- 51 = Homeless, no identifiable county residence
- 52 = Homeless, in transit
- 98 = Other
- 99 = Unknown

**NOTE: PLEASE see Housing Definitions on following pages (pages 10-12)**

Code	Term	Current Definition
05	Foster family home (children)	Applies to <b>children</b> only. Living with an approved foster family through child and family services (Social Services Agency).
06	Single room (motel, rooming house)	A facility or residence where the rooms either lack a cooking facility, bathroom, or both. Sometimes the building offers shared bathrooms and cooking facilities. <i>Consumers hold their own lease or rental agreement.</i> There are no on-site service programs or staff members, although external service providers may visit individual tenants.
07	Group quarters (dorm, migrant barracks)	Group living situation sponsored by an institution. Housing is linked with participation in a particular program or institution. Bathrooms and kitchens usually shared.
08	Group Home	Applies to <b>children</b> only. Approved group homes for children licensed by California Department of Community Care licensing. RCL 11 and below.
09	CRTs long-term or transitional housing	Non-institutional residential setting, therapeutic or rehab services, structured program as alternative to hospitalization for someone experiencing an acute psychiatric episode or crisis who do not present medical complications requiring nursing care, 24/7 service. Stays range from 30 days to 24 months. Also applies to individuals living in transitional housing programs specifically designed for serving homeless persons.
10	Satellite housing	Same as house or apt with supervision except housing is associated with exiting a particular treatment program.
13	House/Apartment	A house or apartment with its own cooking facilities and bathroom, shared according to terms established by the consumer in collaboration with other members of the household. <i>Consumers either own the house or hold their own lease or rental agreement.</i> The consumer must pay all or a share of the mortgage or rent. The consumer may live alone, with a spouse, partner, minor children, other dependents, and/or roommate(s). Includes independent or emancipated minors.
14	House or Apt with Support	A house or apartment where the consumer lives with others (family, friends) and receives some support from those living with the person; someone in the household has a signed lease agreement with the landlord or owns the property but the <i>consumer is not part of the lease, rental agreement, or ownership of the building.</i> This category includes the former “living with family/friends” category. Includes minors living with parents or relatives.
15	House or Apt with Supervision	Also known as unlicensed but supervised congregate placement, group living homes, sober living homes. Shared housing with limited to no roommate choice. Shared bathrooms and/or kitchens. <i>Often lack formal lease or rental agreements.</i> May include some meals and on-site supervision and support.
16	Supported Housing	A housing unit located in an apartment complex, an SRO, a single-family residence, or a private building in which <i>consumers hold their own lease or rental agreement or with a not-for-profit organization acting as the master leaser.</i> In some situations, cooking facilities and bathrooms may be shared. Some social/clinical services are formally connected with the building through master leasing arrangement and/or

		services provided on site in private offices or common areas. Services are VOLUNTARY and not a condition of tenancy.
20	Small Board & Care (6 beds or less)	Licensed adult residential facility (ARF), residential care facility for the elderly (RCFE), or residential care facility for the chronically ill (RCFCI) with 6 beds or less. <i>Admission agreement, no lease, includes meals.</i>
21	Large Board & Care (7+ beds)	Licensed adult residential facility (ARF), residential care facility for the elderly (RCFE), or residential care facility for the chronically ill (RCFCI) with 7 or more beds. <i>Admission agreement, no lease, includes meals.</i>
22	Residential Treatment Center	A residential facility that provides 24/7 services to people with psychiatric disabilities that is NOT a mental health rehabilitation center, SNF, ICF, IMD, CRT, or transitional housing. Includes children & youth in therapeutic RTF that are RCL 12-14.
23	Community Treatment Facility	A residential facility that provides mental health treatment services to <b>children</b> in a group setting and that has the capacity to provide secure containment.
24	Adult Residential/Social Rehab	A Social Rehabilitation Facility is any facility that provides 24-hour-a-day non-medical care and supervision in a group setting to adults recovering from mental illnesses, that temporarily need assistance, guidance, or counseling. Alameda County = casa phoenix, casa de la vida, bonita house, and woodroe place. <i>Admission agreement, no lease, includes meals.</i>
31	State Hospital	NAPA state psychiatric hospital
32	VA Hospital	General or psychiatric Veterans Administration Hospital
33	SNF/ICF/IMD for Psychiatric Reasons	Licensed residential, short-term treatment facilities focused primarily on psychiatric rehabilitation, 24/7 care. May have medical issues as well but primarily staying at facility for psychiatric reasons. Ex. Garfield Neurobehavioral Center, Morton Bakar Center, etc.
34	SNF/ICF/Nursing home for Physical Reasons	Licensed residential, short-term treatment facilities focused on physical rehabilitation, 24/7 care. May have psychiatric issues as well but primarily staying at facility for physical reasons. Ex. Medical Hill Rehabilitation Center, Fairmount, etc.
35	General Hospital	Hospital for medical illness - Alta Bates, Highland, Kaiser, etc.
36	Mental Health Rehabilitation Center	A hospital, nursing facility, or other institution of more than 16 beds that is primarily engaged in providing diagnosis, treatment, or care of persons with mental diseases, including medical attention, nursing care, and related services. 24/7 staffing, focusing on rehabilitation. Ex. Villa Fairmont, Gladman, etc.
37	PHF/Inpatient Psych	Inpatient psychiatric unit - John George, Fremont, Herrick, Willow Rock, etc.
40	Drug abuse facility	Licensed residential drug abuse treatment facility. Note: Select this option if the consumer's primary reason for participating in the program is related to an addictive substance other than alcohol.
41	Alcohol abuse facility	Licensed residential alcohol abuse treatment facility. Note: Select this option if the consumer's primary reason for participating in the program is related to an addiction to alcohol.

42	Justice Related	Prison, jail, community-based justice facility, or temporarily detained in Juvenile Justice Center.
50	Temporary Arrangement	Consumer is living in a facility that provides short-term housing (e.g., Single Room Occupancy Motel, Safe Haven, living with friends and paying no rent). <i>The consumer does not hold a lease</i> and is staying on a day-to-day, week-to-week, or month-to-month basis. This category includes individuals temporarily housed through a public program, e.g., social services emergency housing voucher. Also refers to a short-term housing arrangement in which the individual is <i>temporarily</i> staying with friends, family, or others with a willingness to house the person for a limited time (less than 30 days). Includes youth “couch surfing” with friends or family due to homelessness.
51	Homeless, no identifiable county residence	Includes living on the streets, place not meant for human habitation, or an emergency shelter for homeless persons. Also includes persons fleeing a domestic violence situation and individuals with an eviction within a week from a private dwelling unit and no subsequent residence has been identified and the person lacks the resources and support networks needed to obtain housing. Person typically resides in or plans to reside in Alameda County.
52	Homeless, in transit	Includes living on the streets, place not meant for human habitation, or an emergency shelter for homeless persons. Also includes persons fleeing a domestic violence situation and individuals with an eviction within a week from a private dwelling unit and no subsequent residence has been identified and the person lacks the resources and support networks needed to obtain housing. Generally assumed that person lives outside of Alameda County.
98	Other	Type of housing not listed above, should be rarely used.
99	Unknown	Current housing status unknown by staff.

## Employment Status – (\*) CSI (\*\*) Periodic data

01= Competitive job market, 35 hours or more per week	10 = Part time school / job training
02 = Competitive job market, less than 20 hours per week	11 = Volunteer work
03 = Competitive job market, 20 to 35 hours per week	12 = Unemployed, actively seeking work
04 = Full-time home making responsibility	13 = Unemployed, not actively seeking work
05 = Rehabilitative work, 35 hours or more per week	14 = Retired
06 = Rehabilitative work , less than 20 hours per week	15 = Not in the labor force
07 = Rehabilitative work, 20 to 35 hours per week	16 = Unknown
08 = School, full-time	17 = Resident / Inmate
09 = Job training, full-time	

## Type of Employment

- 0 = Not Collected
- 1 = Executive, Administrative, Managerial
- 2 = Production, Inspection, Repair, Craft, Handlers
- 3 = Sales, Service
- 4 = Farming, Forestry, Fishing
- 5 = Unemployed

## Legal Consent (Conservatorship) – (\*) CSI (\*\*) Periodic data

This field is normally used to indicate the type of authorization given to treat a minor.

0 = Unknown

9 = Not Applicable

A = Temporary Conservatorship

B = Lanterman-Petris-Short

C = Murphy Conservatorship

D = Probate

E = PC 2974

F = Representative Payee w/out Conservator

G = Juvenile Court, Dependent of Court

H = Juvenile Court, Ward Status Offender

I = Juvenile Court, Ward Juvenile Offender

Must be age  
14 & over

Must be less  
than age 25

**Note: This data element is needed to produce summary or detailed statistics on persons and agencies responsible for clients being treated in local mental health, i.e., conservatorships, LPS, agencies**

responsible for minors, etc. This is particularly important in analyzing the utilization and units of service in 24-hour care.

## Referral Codes (Standard)

Referral Codes—Source and Destination—can be any program Reporting Unit number in your system. In addition there are number of generic codes. These codes are to be used only when there is no specific mental health reporting unit, or when there is no specific local agency code.

### 2 AND UP TO 6 DIGIT PROGRAM/AGENCY REFERRAL CODES

01 = Self	17 = Jail	43 = Dept. Social Services
02 = Family	20 = Acute Day Treatment	44 = Criminal Justice
03 = Friends	21 = Habilitative Day Treatment	45 = Drug Abuse Program
04 = Employer	30 = Emergency Psychiatric	46 = Alcohol Abuse Program
05 = Other	31 = Suicide & Crisis	47 = School/College
06 = County Resident	32 = Outpatient Clinic	48 = Vocational Rehab Program
10 = State Hospital MH	33 = Private MH Practice	49 = Veterans Administration
11 = State Hospital DD	37 = Case Management	50 = Clergy or Religious Org.
12 = Other Psychiatric Hosp	38 = Homeless Program	51 = Other Human Service Org.
13 = Psychiatric SNF	40 = Medical Inpatient	
14 = Alternative to Hospitalization	41 = Medical Outpatient	
15 = CRTS Program	42 = Convalescent Hosp	

## Reason for Discharge

- |   |   |
|---|---|
| 1 = Mutual Agreement/Treatment Goals Reached                  | 7 = Client Moved Out of Service Area              |
| 2 = Mutual Agreement/Treatment Goals Partially Reached        | 8 = Client Discharged/Program Unilateral Decision |
| 3 = Mutual Agreement/Treatment Goals Not Reached              | 9 = Client Incarcerated                           |
| 4 = Client Withdrew: AWOL, AMA, Treatment Partially Completed | 10 = Discharge/Administrative Reasons             |
| 5 = Client Withdrew: AWOL, AMA No Improvement                 | 11 = Other  |
| 6 = Client Died   |   |

## Service Location Entry Codes

This document lists Standard InSyst codes for the Direct and Indirect Service Screens.

1 = Office	9 = Inpatient	16 = Mobile Service
2 = Field	10 = Homeless Emerg Shelter	17 = Non Traditional Serv
3 = Phone	11 = Faith based/Church/Temple	18 = Other Community Loc
4 = Home	12 = Health Care/Primary Care	19 = Res Care / Children
5 = School	13 = Age Specific Comm Ctr	20 = Telehealth(only use for specific RU)
6 = Satellite	14 = Client's Job Site	22 = Court
8 = Jail	15 = Res Care / Adult	

## Recipient (Indirect Services)

A Recipient Code can be a Reporting Unit number in your system or an Agency Code. You can use the generic codes listed here only when there is no mental health reporting unit or local agency code.

01 = Self	15 = CRTS Program	41 = Medical Outpatient
02 = Family	17 = Jail	42 = Convalescent Hospital
03 = Friends	20 = Acute Day Treatment	43 = Department Social Service
04 = Employer	21 = Habilitative Day Tx	44 = Criminal Justice
05 = Other	30 = Emergency Psychiatric	45 = Drug Abuse Program
06 = County Resident	31 = Suicide/Crisis	46 = Alcohol Abuse Program
10 = State Hospital (MH)	32 = Outpatient Clinic	47 = School/College
11 = State Hospital (DD)	33 = Private Mental Health Practice	48 = Vocational Rehabilitation Program
12 = Other Psychiatric Hospital	37 = Case Management	49 = Veterans Administration
13 = Psychiatric SNF/IMD	38 = Homeless Program	50 = Clergy/Religious Organization
14 = Alternative to Hospitalization	40 = Medical Inpatient	51 = Other Human Service