

Specific Change Plan (SCP) Documentation

A client should only have one SCP per SCP type. For example, there should only be one Primary Treatment Plan. Additional SCPs may be added for case management and skills development, but, generally, only one of each should be open. NOTE: There may be times when a additional SCPs for SDS may be needed to accommodate program specific goals. You can do this, but every SCP that is created will have to be reviewed during the 6 month review period which increases your workload.

1. Select a **primary** Prob Area
2. Select SCP Type
 - a. Primary Treatment Plan
 - b. Case Management
 - c. (MH) Skills Development Services
3. Goals and objectives – Use these 4 lines to enter goals that are broad enough to cover all Problem Areas created in the Comprehensive Service Plan even though the Prob. Area only allows for one selection.
4. Go to SCP Detail and add modality
5. Sign and Save the SCP upon completion

How to Close Out an SCP

Specific Change Plan Record No: 5

100954! ONE.CLIENT 6/7/2007 Read Mode 1

Date: 6/14/2007 SCP Type: Primary Treatment Plan

Prob Area: Anxiety

Goal: _____

Objective 1: _____

Objective 2: _____

Objective 3: _____

Lowest Outcome: _____

Best Outcome: _____

Where CLIENT sees self NOW: _____

Where CLIENT would like to be: _____

Where PROVIDER sees client NOW: _____

Close-Out Date: _____

Reason: _____

Agrees	Method	Frequency/Duration	Sessions	Staff Responsible

Back to Chart Cover Modify Add Record Close-Out First Prev. Next Last

There are three reasons for closing out an SCP:

1. The SCP has been completed
2. The SCP has been discontinued
3. The SCP contains bad data (errors)

To close out an SCP:

1. Click the Close-Out tab at the bottom of the SCP form
2. Enter a Close-Out Date
3. Select a Reason
4. Optional – Add brief narrative in text box
5. Save document

Specific Change Plan
Record No: 5

100954
ONE.CLIENT
6/7/2007
Modify Mode
1

Date: SCP Type:

Prob Area:

Goal:

Objective 1:

Objective 2:

Objective 3:

Lowest Outcome:

Best Outcome:

Where CLIENT sees self NOW:

Where CLIENT would like to be:

Where PROVIDER sees client NOW:

Close-Out Date:

Reason:

This document was signed and saved even though it was incomplete.

Agrees	Method	Frequency/Duration	Sessions	Staff Responsible

Cancel Close-Out Save

Skills Development

Date:	7/27/2006	SCP Type:	(MH) Skill Development Services
Prob Area:	Psychotic Features		
Goal:	ASD-Client will become more independent in the community.		
Objective 1:	Will ask others if events he is talking about really happened, as observed by staff and peers.		
Objective 2:	Will build on communication skills by interacting with SDS staff on a weekly basis, by observation.		
Objective 3:	Will become more social with others, as per self report.		

Please Select a Problem area:

- Psychotic Features
- Substance Use
- Other Symptoms (See Diagnos