

Clinician Roster Information System (CRIS)

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What Is CRIS?

- New procedures to track the credentials of clinical staff in order to ensure licensure and contracting requirements are met for the agency
- A web-based system that replaces the current spreadsheet submission
- Designed for **both** FFS and contract agencies
- Agencies will enter information **only** for those staff who have a medical or clinical role.
- To facilitate data entry, an interface has been designed to transfer staff information from the Contract Information Management System (CIMS) into CRIS

What Is CRIS?

- CRIS supports the collection, review, and maintenance of participating fee-for-service and contract provider agency clinical and medical staff to ensure that each approved agency site meets licensure requirements for counselor credentialing and staff-to-client ratios.
- Participating agencies are responsible for entering and maintaining up-to-date staff information through an accessible web-based portal.
- The system also facilitates reporting on systems-wide adherence to licensure requirements.

Other Users of CRIS

- Will be used by the DMHAS contract monitors to ensure appropriate staff to client ratios are being met per DMHAS's licensing regulations for substance abuse treatment agencies
- Will be used by the DHS Office of Licensing (OOL) to ensure licensing requirements are met

Outpatient Regulations

- Every facility shall ensure that the ratios of substance abuse counseling staff are maintained so that 50% of the staff are LCADC or CADC or other licensed health professionals doing work of an alcohol or drug counseling nature within their scope of practice by **June 1, 2012**, and at all times thereafter.
- The remaining 50% of substance abuse counseling staff will be considered counselor-interns who are actively working toward LCADC or CADC status, or toward another health professional license that includes work of an alcohol or drug counseling nature within its scope of practice.
- The director of substance abuse counseling must maintain an active client caseload if the director of substance abuse counseling is to be counted in the above ratios.

Staff Roles

Medical Role

- Medical Director
- Physician
- Director of Nursing
- Nursing Staff
- Medical Staff

Clinical Role

- Director of Substance Abuse Counseling
- Clinical Supervisor
- Clinician/Counselor
- Counselor Intern

Credentials To Be Considered in Calculating the 50% Ratio

- LCADC
- CADDC
- LPC
- MD
- DO
- APN
- LPsych
- LMFT
- LCSW

How Percentage Will Be Computed

- Only “active” staff included
- Part-time counts as $\frac{1}{2}$ FTE
- Total FTE determined as denominator
- Total credentialed FTE is numerator
- $\text{Credentialed FTE} / \text{Total FTE} = \%$

Example

- Agency has 11 FT and 6 PT staff
- This equals 14 FTE
- Credentialed staff: 2 FT, 4 PT
- Credentialed staff = 4 FTE
- $4 \text{ FTE} / 14 \text{ FTE} = \mathbf{28.6\%}$

What We Have Done

- A pilot test was conducted with 4 agencies in December 2011
- Participating agencies included: Turning Point, Preferred Behavioral Health, Daytop and Seashore Family Services
- Agencies were trained via webinar
- Feedback was received and will be incorporated into the system's design and reporting capability

Screen Shots

Sign-On

Windows Internet Explorer browser window showing the login page for the Clinician Roster Information System (CRIS).

Address bar: <http://njsams.rutgers.edu/clinmain/AgencyStaff/Login.aspx>

Page Title: Login to CRIS

Navigation: File Edit View Favorites Tools Help

Search: Bing

Navigation icons: Home, RSS, Mail, Print, Page, Safety, Tools

Navigation icons: Staff, CIMS, Google, NJSAMS, IDRC, Clin, Clinician login, CSC, cpsai, IDRC-Training, m-w, POMS, POMS_U, sams

Page Content:

Division of Mental Health and Addiction Services

Clinician Roster Information System (CRIS)

Login ID:

Password:

Login

For any Technical Assistance, please contact call center at 609-777-2164 (or)
Email: madhuri.balusu@dhs.state.nj.us

System tray: Internet, 100%

Transfer Data from CIMS

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Transfer CIMS data for selected records

CIMS Clinician data as of 12/2/2011. One time transfer only.

Check box and click on Transfer CIMS Data	ID	Last Name	First Name	Clinical Title	Medical Title	Hours	Degree	License	Certification
<input type="checkbox"/>	4766	Foreman	Carry	Clinical Supervisor		FT	MD		

Add New Staff

Add New Staff

First Name

Last Name

Status

 ▼

Hours

 ▼

Save & Continue to Enter Staff Credentials

Add Credentials/Degree

FISHER, ELLEN

CREDENTIALS SITE/STAFF ROLE EDIT NAME

Add Degree Add State-Issued Credentials Add Board-Issued Credentials

	Active Credentials	Practice License No	Exp Date
Edit Delete	DIPLOMA--Degree		
Edit Delete	LCADC--State-Issued Cred		
Edit Delete	CADC--State-Issued Cred		

Add Site/Staff Role

FISHER, ELLEN

CREDENTIALS SITE/STAFF ROLE EDIT NAME

Edit Status

Active

Edit Hours

PT

DASIE TEST AGENCY

0000001

Select Clinical Functional Role

Director of Nursing

Save

DASIE TEST AGENCY

0000002

Select Clinical Functional Role

Select Medical Role

Save

Save info for all sites

Reports

DASIE TEST AGENCY

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Select report from the list

-----Select Report ----- ▾

- Select Report -----
- Staff List
- Staff Report with titles
- Active Staff List**
- In-Active Staff List
- Credential Percent

Percent Credentialed

Staff Cred Percent Report - Microsoft Internet Explorer provided by IEAK test

http://samsdev.rutgers.edu/cliniciandev/staff/Reports/StaffCredPercent.aspx

File Edit View Favorites Tools Help

★ Favorites | ★ Suggested Sites ▾ | Google CricInfo Codango ASP.NET Survey C... Department of Human Servi... NJSAMSTest OAG-Emp Behavioral Health Diction

Staff Cred Percent Report

DASIE TEST AGENCY

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Eligible Credentials are LPC, LCADC, MD-SI, DO-SI, APN, LPsych, LMFT, CADC, LCSW

No. of Full Time Employees:	7
No. of Part Time Employees:	2
Full time employees with eligible credentials:	4
Part time employees with eligible credentials:	1
Credential Percentage:	56%
Click here for list of employees with eligible credentials	

Next Steps

- All agencies will be trained via webinar
- Staff data to be entered by end of February
- Agencies have 3 months to check data and ensure 50% compliance will be met by June 1

Technical Support

Madhuri Balusu

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Questions?