

New Case Levels,  
as of 2018-21 BPS  
*and how we're implementing  
them in the MIS*

## All HFNY Levels:

| Level | Timing   | Case Weight                  | Visit Frequency  |
|-------|--|------------------------------|------------------|
| 2P    | Prenatal up to 3 <sup>rd</sup> trimester ( <i>old 1P</i> )       | 2                            | Biweekly         |
| 1P    | Prenatal, 3 <sup>rd</sup> trimester to birth                     | 2                            | Weekly           |
| 1     | Postnatal, for at least 6 months after enrollment                | 2                            | Weekly           |
| M     |  | 2.5                          | Weekly           |
| 1SS   | Temporary periods of crisis                                      | 3                            | More than weekly |
| 2     | (After 1)  | 1                            | Biweekly         |
| 3     | (After 2)  | 0.5                          | Monthly          |
| 4     | (After 3)  | 0.25                         | Quarterly        |
| TO    | Temporary Out of Area, for <b>up to</b> 3 months                 | Maintain from previous level | None expected    |
| CO    | Family out of contact, or will be away <b>more than</b> 3 months | Maintain from previous level | None expected    |
| TR    | Temporarily Reassigned to other worker for light contact         | 0.5                          | None expected    |

*White=Same as previous*

*Gold=New*

## Level 1P & 2P

- Prenatal cases (replaces old L1P)
- If enroll more than 12 weeks before EDC (before 3<sup>rd</sup> trimester):  
automatically placed on Level 2P
  - Case weight 2, BIWEEKLY visits required
- If enroll less than 12 weeks before EDC (within 3<sup>rd</sup> trimester):  
automatically placed on Level 1P
  - Case weight 2, WEEKLY visits required

## Level 1P & 2P

- At 12 weeks to EDC: MIS will alert you that it's time to switch levels! But will NOT automatically change

**NOTE: CANNOT CHANGE BACK from 1P to 2P!**

PC1 ID: LP90030323558

Due for level change to 1P now ← Alert will show up below PC1ID on Case Home Page

|                   |              |       |            |
|-------------------|--------------|-------|------------|
| Basic Information | Case Filters | Forms | Case Notes |
|-------------------|--------------|-------|------------|

## Level M

- Multiples: families with more than one TC
- Only one Multiples level, whether twins or triplets, etc
- Case weight of 2.5, weekly visits required
  - (Like a heavier Level 1, because more work, given more TCs)
  - (Cases still expected to be on weekly visiting level, whether Level 1 and/or M, for at least 6 initial months before moving off)

## Level TO

- Temporary Out of Area
- For use if:
  - Family is going to be out of the area for LESS THAN 3 MONTHS
  - No visits expected while on TO
- Maintain case weight (to ensure space upon return)

## Level TR

- Temporary Reassignment
- For use if:
  - A worker is temporarily out, MOST FAMILIES HAVE BEEN REASSIGNED TO OTHER WORKERS, but maybe a family doesn't want a new worker and would prefer to wait for theirs to come back
  - So another worker will temporarily take the case and perform occasional check-ins to maintain contact, but NOT expected to perform visits
  - Not encouraged, but available if needed
- Case weight goes to 0.5