

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 rd trimester (<i>old 1P</i>)	2	Biweekly
1P	Prenatal, 3 rd 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 up to 3 months	Maintain from previous level	None expected
CO	Family out of contact, or will be away more than 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 3rd trimester): automatically placed on Level 2P
 - Case weight 2, BIWEEKLY visits required
- If enroll less than 12 weeks before EDC (within 3rd 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