VOLUME A
Basics of Addiction, Screening, Assessment, Treatment Planning and Care Coordination
Module 2

ASI: administering and coding

1. Interviewing instructions and coding
2. Employment section. Drug and alcohol
3. Legal and family sections
4. Psychiatric section, review and competency measures
Workshop 3:

Legal and family sections
Training objectives

At the end of this workshop you will be able to:

► Conduct Legal section of ASI, code, score and calculate the results
► Conduct Family section of ASI, code, score and calculate the results
► Explain intent of each question and logic behind them
Transition to legal section
Introduction to the legal section

- Legal history
- Information about probation & parole
- Charges, convictions & incarcerations
- Illegal activities
- Desire, need for legal counsel
L1 & L2: Current criminal justice involvement

**LEGAL STATUS**

L1. Was this admission prompted or suggested by the criminal justice system? 0 - No 1 - Yes

L2. Are you on parole or probation? 0 - No 1 - Yes

- Note duration and level in comments.

**Intent:**

➤ To determine the relationship between the client’s treatment status and their criminal justice status
### L3 – L16: Criminal charges

<table>
<thead>
<tr>
<th></th>
<th>How many times in your life have you been arrested and charged with the following:</th>
</tr>
</thead>
<tbody>
<tr>
<td>L3</td>
<td>Shoplift/Vandal</td>
</tr>
<tr>
<td>L4</td>
<td>Parole/Probation Violations</td>
</tr>
<tr>
<td>L5</td>
<td>Drug Charges</td>
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<tr>
<td>L6</td>
<td>Forgery</td>
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<tr>
<td>L7</td>
<td>Weapons Offense</td>
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<tr>
<td>L8</td>
<td>Burglary/Larceny/B&amp;E</td>
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<tr>
<td>L9</td>
<td>Robbery</td>
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<tr>
<td>L10</td>
<td>Assault</td>
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<tr>
<td>L11</td>
<td>Arson</td>
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<tr>
<td>L12</td>
<td>Rape</td>
</tr>
<tr>
<td>L13</td>
<td>Homicide/Mansl.</td>
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<tr>
<td>L14</td>
<td>Prostitution/Sex Work</td>
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<tr>
<td>L15</td>
<td>Contempt of Court</td>
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<tr>
<td>L16</td>
<td>Other: _________________</td>
</tr>
</tbody>
</table>

- Include total number of counts, not just convictions. Do not include juvenile (pre-age 18) crimes, unless they were charged as an adult.
- Include formal charges only.

- The client must be arrested and officially charged
- Juvenile charges are not included
L17: Criminal convictions

L17* How many of these charges resulted in convictions? □  □  □

- If L3-16 = 00, then question L17 = "NN".
- Do not include misdemeanor offenses from questions L18-20 below.
- Convictions include fines, probation, incarcerations, suspended sentences, guilty pleas, and plea bargaining.

What is a conviction?

- Includes guilty pleas, parole/probation violations
- If given a fine, probation, suspended sentence or incarceration, there was a conviction
L18 – L20: Other charges

How many times in your life have you been charged with the following:

L18. Disorderly conduct, vagrancy, public intoxication? □ □
L19. Driving while intoxicated? □ □
L20. Major driving violations?
   • Moving violations: speeding, reckless driving, no license, etc. □ □

- Relate to public annoyance crimes
- Explain “major driving violations” and provide examples
- If driving-related problems don’t apply to your country, code “0”
L21: Months incarcerated

L21. How many months were you incarcerated in your life?

● If incarcerated 2 weeks or more, round this up to 1 month. List total number of months incarcerated.

► Record total number of months spent in prison or detention centre since the age of 18

► Coding issues:
  – DO NOT record number of overnight incarcerations
L24 & L25: Current CJS involvement

L24. Are you presently awaiting charges, trial, or sentencing?
   0 - No  1 - Yes

L25. What for?
   • Use the number of the type of crime committed 03-16 and 18-20 in previous questions.
   • Refers to Q. L24. If L24=No, code NN.
   If awaiting on more than one charge, choose most severe.

L24 & L25: Intent

Evaluate current involvement with Criminal Justice System (CJS) and how it might impact current treatment
L26 & L27: Incarcerations and illegal activities

L26. How many days in the past 30, were you detained or incarcerated?
   • Include being arrested and released on the same day.

L27. How many days in the past 30 have you engaged in illegal activities for profit?
   • Exclude simple drug possession. Include drug dealing, prostitution, selling stolen goods, etc. May be cross checked with Employment Question E17.

L26 & L27 intent:

► Evaluate very recent illegal activity and detainment
Patient / client rating scale

0 Not at all
1 Slightly
2 Moderately
3 Considerably
4 Extremely
L 28 & L29: Client ratings of legal problems

For Questions L28-29, ask the patient to use the Patient Rating scale.

L28. How serious do you feel your present legal problems are?  
   - Exclude civil problems, such as divorce, etc.

L29. How important to you now is counseling or referral for these legal problems?

- **NOTE:** Patient is rating need for referral (or services) from your agency to legal counsel for defense against criminal charges.

► Patient Ratings: Note, rating is generally low unless there is need for legal counsel!
The “Final 3” – Legal?

► L26: “How many days in the past 30 were you detained or incarcerated?”

► L27: “How many days in the past 30 have you engaged in illegal activities for profit?”

► L28: “How serious do you feel your present legal problems are?”

► L29: “How important to you now is counseling or referral for these legal problems?”
Note:

► A patient can report no days incarcerated or engaged in illegal activity for profit in the past 30, but they may still request counseling or referral for legal problems that occurred in prior months.
The final scoring – Legal

► L26 and L27 are not necessarily linked to L28 and L29

► Note that patient is rating need for legal referral or services from your agency related to problems with current criminal charges
CONFIDENCE RATINGS
Is the above information significantly distorted by:

L31. Patient's misrepresentation? 0 - No 1 - Yes □

L32. Patient's inability to understand? 0 - No 1 - Yes □

Remember:

► Misrepresentation = you have legitimate proof the section has been misrepresented
Transition to family / social status
This section examines the nature of the client’s personal relationships and marital and living status.

 Determines if the client has relationship problems with family, friends, or others.

 Documents the client’s satisfaction with their current status.
F1 – F3: Marital status

FAMILY/SOCIAL STATUS

F1. Marital Status:
   1-Married  3-Widowed  5-Divorced
   2-Remarried  4-Separated  6-Never Married
   • Common-law marriage = 1. Specify in comments.

F3. Are you satisfied with this situation?
   • Satisfied = generally liking the situation.
   • Refers to Questions F1 & F2.
   0-No  1-Indifferent  2-Yes

Example:

► “What is your present marital status?”
► “Are you currently married?”
► “Is this your first marriage?”
F4 & F6: Living arrangements

F4. Usual living arrangements (past 3 years):
   1-With partner & children
   2-With partner alone
   3-With children alone
   4-With parents
   5-With family
   - Choose arrangements most representative of the past 3 years

F6. Are/were you satisfied with these arrangements?
   0-No  1-Indifferent  2-Yes

- F6 asks if the patient was satisfied during the time living in category selected (even if not current)
- If F4 is split, then code for the most recent living arrangements in the past 3 years
F4a: Living arrangements

F4a. Living arrangements past 30 days? (Use codes above)

- F4a documents most recent living arrangements
- Use codes from F4
F7 & F8: Living with others who use

Do you live with anyone who:
F7. Has a current alcohol problem? 0-No 1-Yes □
F8. Uses non-prescribed drugs? 0-No 1-Yes □
(or abuses prescribed drugs)

► If client in inpatient treatment → Code where the client will be returning to
► If in outpatient → Code patient’s/client’s current living situation
► Do not include institutions
F9 & F10: Free time

F9. With whom do you spend most of your free time?
   1-Family  2-Friends  3-Alone  □

F10. Are you satisfied with spending your free time this way?
     0-No  1-Indifferent  2-Yes  □

- A satisfied response must indicate that the person generally likes the situation. Refers to Question F9.

Code anyone the client views as a part of their family as “Family.” They do not need to be a blood relative or spouse.
F11a. How many of your close friends use drugs or abuse alcohol?  
Note: If patient has no close friends, code “N”

- Stress that you mean close. Exclude family members.
- These are "reciprocal" relationships or mutually supportive relationships. “They would help you move, get to treatment, and you would help them. You can tell them personal things about yourself, and they would do the same, etc.”
### F18 – F26: Problems getting along

Have you had significant periods in which you have experienced serious problems getting along with:  

<table>
<thead>
<tr>
<th></th>
<th>0 – No, 1 - Yes</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Past 30 days</td>
</tr>
<tr>
<td>F18. Mother</td>
<td></td>
</tr>
<tr>
<td>F19. Father</td>
<td></td>
</tr>
<tr>
<td>F20. Brother/Sister</td>
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<tr>
<td>F21. Partner/Spouse</td>
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<tr>
<td>F22. Children</td>
<td></td>
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<tr>
<td>F23. Other Significant Family</td>
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<tr>
<td>(specify)_________________________</td>
<td></td>
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<tr>
<td>F24. Close Friends</td>
<td></td>
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<tr>
<td>F25. Neighbors</td>
<td></td>
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<tr>
<td>F26. Co-workers</td>
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</tbody>
</table>

- "Serious problems" mean those that endangered the relationship.
- A "problem" requires contact of some sort, either by telephone or in person. If no contact code “N"  If no relative (ex: no children) Code N.
“Significant” periods for lifetime!

Past 30 days, if client has no contact but has lifetime history of problems getting along with them; Last 30 days = “N”, Lifetime = “1”

Contact in past 30 days means by phone, mail, e-mail, or in person. If no contact, code “N”

F23. Must have had a significant relationship with this person and specify!

F24. If F11a = 0, then F24 = 0

F26. If unemployed for past 30 days, F26 = N
F28 – F29: Abuse history

**FAMILY/SOCIAL (cont.)**

<table>
<thead>
<tr>
<th>Has anyone ever abused you?</th>
<th>0- No</th>
<th>1-Yes</th>
</tr>
</thead>
<tbody>
<tr>
<td>F28. Physically?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Caused you physical harm.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>□ □</td>
<td></td>
<td></td>
</tr>
<tr>
<td>F29. Sexually?</td>
<td></td>
<td></td>
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<tr>
<td>• Forced any sexual advances/acts.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>□ □</td>
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</tr>
</tbody>
</table>

▶ “Has anyone ever abused you, not just family or friends?”

▶ Be sensitive. Rephrase the questions using the hints

▶ Do not probe extensively if you are not the client’s treating clinician
Patient / client rating scale

0 Not at all
1 Slightly
2 Moderately
3 Considerably
4 Extremely
**F30, 32, 34: “Final 3” family problems**

- **“Days of conflict”** refers to more immediate confrontational actions; yelling, fighting, physical or verbal abuse and loss of control.

- **You are rating importance of treatment for family problems, not whether family will attend.**

| How many days in the past 30 have you had serious conflicts: F30. With your family? |
| □ □ |

Ask the patient to use the Patient Rating scale:

- **How troubled or bothered have you been in the past 30 days by:** F32. Family problems? □

- **How important to you now is treatment or counseling for these:** F34. Family problems
  - Patient is rating his/her need for counseling for family problems, not whether they would be willing to attend □

Note: The patient is rating their need for you/your program to provide or refer them to family services, above and beyond any services they may already be getting.
### F31, 33, 35: “Final 3” social problems

<table>
<thead>
<tr>
<th>How many days in the past 30 have you had serious conflicts: F31. With other people (excluding family)?</th>
</tr>
</thead>
<tbody>
<tr>
<td>How troubled or bothered have you been in the past 30 days by: F33. Social problems?</td>
</tr>
<tr>
<td>How important to you now is treatment or counseling for these: F35. Social problems</td>
</tr>
<tr>
<td>- Include patient's need to seek treatment for such social problems as loneliness, inability to socialize, and dissatisfaction with friends. Patient rating should refer to dissatisfaction, conflicts, or other serious problems.</td>
</tr>
</tbody>
</table>

- “Days of conflict” also refers to confrontational actions, such as yelling, fighting, physical/verbal abuse, and loss of control
- F33. Refers to social problems that are defined by ASI questions not related to family
- F31-F35. Include feelings of loneliness, dissatisfaction with friends, etc.
The “Final Three” convention does not apply to this section

Unlike Medical, D/A, and Psychiatric, the Family/Social questions on “days of problems” are limited to days of “serious conflicts”

As a result, it would seem inappropriate to limit a patient’s rating for treatment simply because they had no “serious conflicts”
The patient rating items for Family/Social, F32/F34 and F33/35 are independent of the days of conflict items and can refer to any problem(s) reported throughout the section.

Therefore, someone may not have had “serious conflicts” in the past 30 days, but might be troubled or bothered and/or want treatment or counseling for other family problems.
### CONFIDENCE RATING

Is the above information significantly distorted by:

| F37. Patient's misrepresentation? | 0-No 1-Yes |
| F38. Patient's inability to understand? | 0-No 1-Yes |

- Did the client overtly give false information that you caught and asked about?
- Did the client cognitively understand your questions?
- Coding “Yes” will negate entire Family/Social section
### F39 & F39a: Children

<table>
<thead>
<tr>
<th>F39. How many children do you have?</th>
<th>Living with you</th>
<th>Living outside your home</th>
</tr>
</thead>
<tbody>
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<td></td>
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</table>

<table>
<thead>
<tr>
<th>F39a. How many of these are under age 18</th>
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<tbody>
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</tbody>
</table>

- **F39 Intent:** To determine the number of children and their living situation
- **Assists in evaluating family and support issues**
Questions
Wrap-up

► Do you understand how to conduct Legal section of ASI, code, score and calculate the results?

► Do you understand how to conduct Family section of ASI, code, score and calculate the results?

► Can you explain intent of each question in these sections?
Thank you for your time!
End of workshop 3