



Understanding PCS Data

The following table details how each PCS survey question is being populated for the data file exported from AWARDS.

* *Tip: Questions with an asterisk (*) next to them in this table have mouseover instructions in AWARDS. To view those instructions, hover your mouse cursor over the question's label on the form data entry page in AWARDS.*

PCS Survey Question	How Data is Populated / Default Values
Form Date	Read-only value that reflects the most recent date on which the form was saved. If the form has never been saved, this value is blank; Likewise if the form has been reset, as the resetting action clears out all saved data and reverts the form to the default values, including the Form Date.
EHR ID	Read -only value that reflects the clients Client ID
1. Unit Code	Editable text field that reflects the unit code entered under System Setup > Agency Program Information > Add/Edit Entire Program > Agency Program OMH Codes > Unit Code.
2. Site Code	Editable text field that reflects the unit code entered under System Setup > Agency Program Information > Add/Edit Entire Program > Agency Program OMH Codes > Site Code.
3a. First Name	Read-only value that reflects the client's first name as entered under Intake/Profile (Face Sheet) > Demographic Data.
3b. Last Name	Read-only value that reflects the client's last name as entered under Intake/Profile (Face Sheet) > Demographic Data.
4. Date of Birth	Read-only value that reflects the client's date of birth as entered under Intake/Profile (Face Sheet) > Demographic Data.
5. Sex on Birth Certificate.	Editable drop-down selection option that reflects the client's assigned sex at birth as entered under Intake/Profile (Face Sheet) > Demographic Data > Sex at Birth. If this field is not enabled on the face sheet, the data on the PCS is instead mapped from the Gender Identity field on the face sheet ("Trans-Male" in AWARDS maps to "Female" on the PCS, and "Trans-Female" maps to "Male.>").
6. Gender	Editable drop-down selection option that reflects a mapped value from the client's gender as entered under Intake/Profile (Face Sheet) > Demographic Data. ("Male" or "Female" in AWARDS maps to "No" on the PCS, "Trans-Male" maps to "Yes, transgender female to male," and "Trans-Female" maps to "Yes, transgender male to female.")
7. Sexual Orientation	Editable drop-down selection option that reflects the client's sexual orientation as entered under Profile > Face Sheet > Demographic



	Data > Sexual Orientation. If this field is not enabled on the face sheet or if no data is found, defaults to "Unknown or missing."
8a. Hispanic Ethnicity	Editable drop-down selection option (containing a list of OMH values) that reflects the mapped value for the client's ethnicity as entered under Intake/Profile (Face Sheet) > Demographic Data. if no data is found, defaults to "Unknown or missing."
8b. If yes to Question 8a, select one of the following	Editable drop-down selection option for which the default value is based on the answer to question 8a. Hispanic Ethnicity. Specifically, if the default value for 8a is "No," then 8b defaults to "Not Applicable." If the default value for 8a is "Unknown or missing" or "Yes," then 8b defaults to "Unknown or missing."
9. Race	Editable checklist (containing a list of OMH values) that reflects the mapped value for the client's race as entered under Intake/Profile (Face Sheet) > Demographic Data. If no data is found, defaults to "Unknown or missing."
9h. If Black/African American is selected	Editable drop-down selection option for which the default value is based on the answer to question 9. Race. Specifically, if the default value for 9 is "Black/African American" or "Unknown or missing," then 9h defaults to "Unknown or missing." If the default value for 9 is anything else, then 9h defaults to "Not Applicable."
9i. If 9 Asian is selected, select one of the following	Editable drop-down selection option for which the default value is based on the answer to question 9. Race. Specifically, if the default value for 9 is "Asian" or "Unknown or missing," then 9h defaults to "Unknown or missing." If the default value for 9 is anything else, then 9i defaults to "Not Applicable."
9j. If Native Hawaiian/ Other Pacific Islander is selected, select one of the following	Editable drop-down selection option for which the default value is based on the answer to question 9. Race. Specifically, if the default value for 9 is "Native Hawaiian/Other Pacific Islander" or "Unknown or missing," then 9j defaults to "Unknown or missing." If the default value for 9 is anything else, then 9h defaults to "Not Applicable."
10. Living Situation *	Calculated as follows: For Residential Programs - Read-only value calculated based on OMH guidance, using the OMH program type code entered in AWARDS under System Setup > Agency Program Information > Add/Edit Entire Program > Agency Program OMH Codes > Program Type Code. If the Program Type Code is not included in the OMH guidance, this field will be editable as a drop-down selection. (See the Frequently Asked Questions for the OMH table that maps
PCS Survey Question	How Data is Populated / Default Values
	residential program type codes to the appropriate living situation response.)

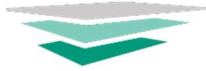


	<p>For Non-Residential Programs - Editable drop-down selection that reflects the Current Living Situation value entered under Intake/Profile (Face Sheet) > Demographic Data.</p>
11. Household Composition *	<p>Calculated as follows:</p> <p>For Residential Programs - Read-only value, populated based on an OMH validation rule, which defaults to "N/A" for all records that do not have "Private Residence" as a response for Current Living Situation. Otherwise, the value is determined using data found under Profile > Face Sheet > Household/Child Info; specifically, it looks to see if other household members have been entered and how the client is entered and how the client is related to the Head of Household. Note that if the Program Type Code for the program is not included in the OMH guidance, and the Living Situation field is subsequently available in data entry mode, this field will also be available in data entry mode as an editable checklist.</p> <p>For Non-Residential Programs - Editable checklist. If no data is found, defaults to "Unknown or missing."</p>
12. Parental Status	<p>Editable checklist that defaults to a value based on data under Profile > Face Sheet > Household/Child Info. If no data is found or this form is not used, this option defaults to "Unknown or missing."</p>
13. Was Client Homeless in Shelter or on Street at any time within the past 6 months? (Economic hardship, "doubledup", Shelter, Hotel or Motel, Car, Park, Bus Station, Train Station, Campsite, Transitional Housing, or other temporary living situation)?	<p>Editable drop-down selection option that defaults to "Unknown or missing."</p>
14. County of Residence *	<p>Editable drop-down selection option whose default reflects the client's county as entered in one of the following locations:</p> <p>For Residential Programs - System Setup > Residence Units > County</p> <p>For Non-Residential Programs - Profile > Face Sheet > Demographic Data > External Housing Information > Residence County field</p> <p>If no data is found, or if the existing value does not match an entry in</p>



	the OMH list of residence counties, this option defaults to “Unknown or missing.”
15. Residence Zip Code *	Editable text field that reflects the value of the client’s zip code as entered under System Setup > Residence Units. If no value is found (for example if it is a non-residential program), reflects the value entered under external housing (Profile > Face Sheet > Demographic Data > External Housing Information), or under Intake > Demographic Data. If the zip code cannot be ascertained, defaults to “99999.” If the client is homeless, defaults to “88888.” If the County of Residence is "Other State in the US" or "Other Country," zip code must be manually entered as “77777” on the PCS form.
16. Preferred Language	Editable drop-down selection option that reflects the client’s primary language as entered under Profile > Face Sheet > Demographic Data. If no data is found, defaults to “Unknown or missing.”
17. Prior or current active U.S. military...	Editable drop-down selection option that reflects the client’s veteran status as entered under Profile > Face Sheet > Misc. Info/Demographic Data > Veteran or Veteran Discharge Status. If no data is found, defaults to “Unknown or missing.”
18. Employment Status *	Editable drop-down selection option that reflects the client’s employment type as entered under Employment > Jobs > Job Placement > Employment Type. If there are no job placement records found, then this option reflects the value entered under Profile > Face Sheet > Misc. Info or HMIS Info > Employment Status. (All employed status selections in AWARDS map to “Employed (Competitive or Self-employed)” in the PCS data file - with the exception of “Other” which maps to the same value - while all unemployed status selections map to “Not in Labor Force - Not Looking for Work.”)
19. If employed, what are the client’s usual hours worked per week	Editable drop-down selection option. If the client is currently unemployed, defaults to “Not Applicable,” otherwise defaults to “Unknown or missing.”
20. Has client attended school (in person or virtual), home tutoring or received education instruction at any time in the past three months?	Editable drop-down selection option that defaults to “Unknown or missing.”
PCS Survey Question	How Data is Populated / Default Values
21. Education Level	Editable drop-down selection option (containing a list of OMH values) that reflects the mapped value for the client’s education level as entered under Profile > Face Sheet > Misc. Info > Highest Level of School Completed / Education Level -OR- Diploma (if a discrepancy exists, will default to the higher of the two values). If no data is found, defaults to “Unknown or missing.”

22. Does the child have an IEP for special education services through the school district's Committee on Special Education?	If the client's age is greater than or equal to 22, the default value is "N/A" and is read-only. If his/her age is less than 22, the default is "Unknown or missing" and can be updated using the available drop-down.
23. a-n. Comorbidities	<p>A set of editable drop-down selection options whose defaults are based on the following logic:</p> <p>If the "NYS DD Program" option is set for the program under System Setup > Agency Program Information > Add/Edit Entire Program, then 23b. Intellectual Disability defaults to "Yes;" otherwise, 23a. Mental Illness or Emotional Disturbance defaults to "Yes."</p> <p>Alcohol Related Disorder defaults to "Yes" based on the values entered for "Alcohol Use Disorder" and the related "Active" field under Profile > Face Sheet > Substance Use Info. If no data is found, it defaults to "Unknown or missing."</p> <p>Drug/Substance Related Disorder defaults to "Yes" based on the values entered for "Substance Use Disorder" and the related "Active" field under Profile > Face Sheet > Substance Use Info. If no data is found, defaults to "Unknown or missing."</p> <p>All other fields default to "Unknown or missing."</p>
24 a-q. Chronic Medical Condition	Editable checklist, the default selection for which is "Unknown or missing."
25. In the last 12 months, did client use cannabis (marijuana, weed, pot or hashish)?	Editable drop-down selection option that defaults to "Unknown or missing."
26a. In the last 12 months, did client smoke cigarettes, vape or use tobacco products?	Editable drop-down selection list option that reflects the client's tobacco use status as entered under Profile > Face Sheet > Substance Use Info > Tobacco Use. If no data is found, defaults to "Unknown or missing."
*26b. Did client receive a medication for treatment of tobacco use disorder (e.g. varenicline, bupropion, nicotine replacement therapy) from this program in the past year?	Editable drop-down selection option that defaults to "Unknown or missing."
*26c. Did client receive counseling or psychotherapy for treatment of tobacco use disorder from this program in the past year?	Editable drop-down selection option that defaults to "Unknown or missing."
27a. In the last 12 months, did client receive any medications for	Editable drop-down selection option that defaults to "Unknown or missing."



Alcohol Use Disorder (e.g., naltrexone, acamprosate, disulfiram) from this program?	
27b. In the last 12 months, did the client receive any psychotherapy or counseling for alcohol use disorder from this program?	Editable drop-down selection option that defaults to "Unknown or missing."
28a. In the last 12 months, did client receive any medications for opioid use disorder (e.g., long-acting naltrexone, buprenorphine) from this program?	Editable drop-down selection option that defaults to "Unknown or missing."
28b. In the last 12 months, did the client receive any counseling or psychotherapy for opioid use disorder from this program?	Editable drop-down selection option that defaults to "Unknown or missing."
29. In the last 12 months, did client receive any treatment for any other Addiction Disorder from this program?	Editable drop-down selection option that defaults to "Unknown or missing."
30. In the last 12 months, was the client screened for Hepatitis C?	Editable drop-down selection option that defaults to "Unknown or missing."
31. In the past 12 months, did the client have any suicidal thoughts?	Editable drop-down selection option that defaults to "Unknown or missing."
PCS Survey Question	How Data is Populated / Default Values
32. In the past 12 months, did the client have a suicide attempt?	Editable drop-down selection option that defaults to "Unknown or missing."
33. Does client have a Serious Mental Illness/Serious Emotional Disturbance?	Editable drop-down selection option that defaults to "Yes."
34. Primary Psychiatric Diagnosis ID	Editable text field that reflects the primary DSM-5 diagnosis in the program based on order level, as entered for the client under Medical > Diagnoses. If more than one primary diagnosis is found, the second populates "35. Additional Diagnosis." If no primary or secondary diagnoses are found for the program, reflects the most recent DSM-5 value (based on diagnosis date). If no data is found, defaults to "99999."
35. Additional Diagnosis ID	Editable text field that reflects the secondary DSM-5 diagnosis in the program based on order level, as entered for the client under Medical > Diagnoses. If more than one primary diagnosis is found, the second populates "34. Additional Diagnosis." If no primary or secondary diagnoses are found for the program, reflects the most recent or second most recent DSM-5 value (based on diagnosis date),



	depending on how the primary diagnosis was populated. If no data is found, defaults to "99999."
36 a-f. Cash Assistance Benefits	A set of editable drop-down selection options that reflect the client's income-generating entitlements as entered under Entitlements > Certified Entitlements. If no data is found for a given selection option, it defaults to "Unknown or missing."
37. Is the client currently covered by health insurance?	Editable drop-down selection option that defaults to "Unknown or missing."
38a-f. Health Insurance Coverage	A set of editable drop-down selection options that reflect the client's insurance/subsidized payments information as entered under Entitlements > Certified Entitlements. If no data is found for a given selection option, it defaults to "Unknown or missing." (The PCS Survey shows "Medicaid Managed Care" as a subset of Medicaid. In AWARDS, Medicaid Managed Care is its own selection option, and there is a built-in validation rule to ensure Medicaid is selected along with it.)
39. Criminal Justice or Juvenile Justice Status	Editable drop-down selection option that reflects the client's status as entered under Profile > Face Sheet > Legal Data > Criminal Justice Status. If no value is entered, or if the Legal Data form is not enabled, defaults to "Unknown or missing;" however, if the client's age is less than or equal to 10 years old, this field defaults to "None" and is not editable.
40. Admission Date, Current Episode	Read-only value that reflects the client's admission date to this program as entered under Intake/Admission.
41. Date Last Served Before 10/20/2025	Read-only value calculated as follows: For Residential Programs - Defaults to 10/19/2025. For Non-Residential Programs - Reflects the date of the most current reception desk record, face-to-face, or phone/call progress note, or face-to-face contacts log entry for the client that has a service date prior to 10/20/2025.
42. Date of Client Service	A set of read-only values calculated as follows: For Residential Programs - Always "Yes." For Non-Residential Programs - Checks for face-to-face progress notes, face-to-face or phone/call contacts log entries, group notes, or reception desk data for the date. (Will always default to "No" until the actual survey week dates have been reached.)