

HCSIS Alert!

Department of
Mental Retardation

ISSUE #22: April 6, 2007
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Enhancement Release

During Implementation - Contact
your Area, Regional Office Facility
Contact with questions.

ENHANCEMENT RELEASE, 3/28/07:

MARCH Enhancement Release Summary:

- ALL MODULES - Work was done to prevent the user from attempting to make changes to a document after it has been finalized due to several windows being open at once. An error message will appear when saving or finalizing information on a report which has previously been finalized. The system will also now prevent multiple documents from being created from the switchboard.
- ALL MODULES - Additional date validations have been implemented so that inaccurate date information is prevented from being entered. For instance, date of discovery cannot occur prior to date of occurrence for Incidents or MORs.
- ALL MODULES - Reports are now accurately reflecting the new office in AO transfers. Alerts for AO transfers will now go to the new office, instead of the original one.
- Death Reporting - The Summary of Updates field on the Notifications screen is now mandatory, and appears only when a death report is either resubmitted or updated. This will allow Central Office to quickly focus on the changes that are made to reports.
- Death Reporting - Only services that are active as of the date of death will be listed in the Service Information field. In addition, the Meditech Service Code will now display in this field.
- Death Reporting - Alerts will now go to the SC, SC supervisor, and Area Office Death Reporting role when a death report is not approved.
- Death Reporting - Data Validation on the Notifications screen will now work properly, which will prevent difficulty in finalizing death reports.
- Restraints - The Comments field space has been increased in the AO Management Review.
- Restraints - The HR Committee Review can now be started upon completion of the Restraint Manager Review. There is no longer a dependency on the AO Review prior to completing the HR Committee Review.
- Incidents/Site Level - Text has been added on the Individual/Event Search Criteria screen that instructs the user to enter a date range and click the Search button in order to create a site level incident.
- Incidents/Site Level - Theft has been added as a category for Site Level incidents. This should be used only if all of the individuals' money (or money of some individuals) was taken from a program, and individual incident reports are not being filed.

These are only highlights of the many enhancements for this month. Please stay tuned for the next enhancement release in the month of May. Thanks again for your input in shaping the HCSIS system to better suit our many end users.

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HCSIS Standards Team:

The HCSIS Standards Team has been created and will be responsible for reviewing and making recommendations on specific HCSIS concerns and proposed changes to the HCSIS application, dictionary, business rules and workflow processes. These recommendations will be reviewed in accordance with the DMRIS Governance Process. The HCSIS Standards Team is responsible for developing a plan for implementing any HCSIS change. The implementation plan is subject to signoff by the DMRIS Change Control Team. The HCSIS Standards Team will meet monthly.

Members of the HCSIS Standards Team:

Providers: Marty Berliner - Growthways
Bruce Bird - Vinfen
Susan Coleman - American Training
Karen McDonald - Seven Hills
Jane Ryder - State Ops

DMR Staff:

Damien Arthur, Paula Potvin, Rod Johnson, Kim Kelly - HCSIS Regional Leads
Rosemary Bevins - Facilities
Joanne Galvin - HCSIS Lead Business Analyst
Margaret Chow-Menzer, SIM - chair

Investigations:

The Investigations module of HCSIS is in full testing, as is the Notifications component, called IPS - Investigations Processing System. Training for implementers of the module is scheduled and also will take place shortly. The module is scheduled to go live on or about April 28, 2007. At that time, all of the HCSIS modules will be up and running.

Tips:

Both the Restraint Report and Restraint Manager Review need to be completed by the provider prior to the Area Office Review. The Restraint Manager Review is due 7 days from the finalization of the Restraint Report. Use the Review Process Management Screen to determine which restraints have Restraint Manager Reviews outstanding; they will be noted on the screen with a milestone of "Restraint Report - Finalized".

REMEMBER:

1. Share this Alert! with other people in your organization - Perhaps at staff meetings
2. Call your Area Office or the DMR Help Desk (1-866-367-8163) with questions
3. Virtual Gateway Help Desk 1-800-421-0938, for provider log-in and new user issues