

HCSIS Alert!

HCSIS Enhancement Release

Department of Developmental Services

ISSUE #51: Sept. 23, 2013
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Contact the Customer Service
Desk with any questions:
866-367-8163
Please do not contact Hans
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Sept. 23, 2013 HCSIS ENHANCEMENT RELEASE Version 5.8

UPDATES for DDS staff: Intensive Supports Waiver

- A number of Quality Management Reports including the Events By Individual Detail Report and the Events By Site Provider Report were updated to allow reporting based on an individual's enrollment in the new Intensive Supports Waiver .
- The SC Supervisor Tool was updated to take a sample of ISPs for individuals enrolled in the new Intensive Supports Waiver.

UPDATES for DDS and Provider staff: Health Care Record

- A number of fields were added to the Health Care Record. Once the ISP Assessments module is implemented, the added fields will pre-populate the Health and Dental Assessment, and reduce the entry of duplicate data entry for provider staff.
- The Health Care Record was modified to more accurately populate the individual's living status based on the living arrangement as documented in Meditech, DDS system of record.

FUTURE IMPLEMENTATION of ISP ASSESSMENTS HCSIS Module Planned for Dec. 16, 2013

In January of 2013, DDS and provider agencies implemented a paper-based process for an individual centric and standardized ISP renewal process.

- A new ISP Assessments module will be implemented in mid December and enable electronic submission and review of required ISP documents including individual's vision and goals, assessments, objectives and support strategies.
- This will be the first phase in systems development that will support the standardization of the ISP process and enable secure submission and review of required ISP documents
- This phase will streamline the ISP planning process by providing workflow management tools to providers and service coordinators, including:
 - Alerts
 - Review Process Management Screen

The new module will implement system efficiencies that reduce redundancy and enable information sharing between DDS and Provider staff.

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OPPORTUNITY for PROVIDERS to implement ENHANCED SECURITY Site-Specific Access to HCSIS

As a part of the ISP Assessments initiative, it is advised that provider agencies implement an additional level of user access security within HCSIS. This enhanced security model can be implemented by the provider, and was requested in the initial stages of HCSIS requirements development in 2006. It is currently used by 12 provider agencies to streamline the Incident Management process.

It is a 6 step process that allows provider agencies to associate individuals and staff to particular programs or locations, effectively limiting the scope for their site or program staff to only those individuals whom they serve. The implementation of the ISP Assessments module is an ideal opportunity for implementing this additional security because it will make the high volume of documentation and data entry involved in the ISP Assessments process more manageable. Limiting access will allow additional users to utilize HCSIS and allow provider agencies to de-centralize data entry. Enhanced Security provides the following additional benefits:

- Ensures compliance with Massachusetts privacy laws and assists with compliance with HIPAA regulations.
- Allows distribution of data entry workload.
- Prevents duplicate data entry.
- Allows effective distribution of Alerts to appropriate staff to ensure that meeting deadlines are met by both DDS and provider staff.

ISP ASSESSMENTS and ENHANCED SECURITY TRAINING

You will receive information about several training opportunities in the coming months:

October	Enhanced Security Training and Implementation for providers
November/December	ISP Assessments Training for DDS / providers ISP Assessments User Acceptance Testing for DDS / providers

WHERE TO GET HCSIS GUIDANCE on ENHANCED SECURITY

At <http://mass.gov/dds> through the HCSIS link

A comprehensive Enhanced Security Manual is available to Provider Agencies on the DDS website through the following link:

[HCSIS>Administration>User Guide-Provider Administration Enhanced Security](#)

HCSIS Business Analysts are available now to advise provider agencies about Enhanced Security setup and implementation. Contact the DDS Customer Service Desk for more information.

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