

IWUG Meeting Minutes

January 10, 2013

Topics discussed:

Review of Pilot Providers Progress

- Denise reported that the courts have not added any new providers. We have two new pilot providers testing RSS services. An existing pilot provider will begin trialing Case Management. Denise congratulated Community Services Counseling on their Program Enrollment numbers, which have improved from 11 in November to 66 currently. Admissions are increasing. Ada County Drug Court is doing very well. Their numbers went from 5 in November to 226 currently. Notes and Referrals are going alright. Denise stated that, overall, the numbers are impressive. Great job!
- Shannon mentioned she'll be doing some training with their Nampa staff. Michelle suggested that she could do a GoToMeeting instead of travelling to their location. This is especially helpful when weather conditions are prohibitive.

Critical Bugs and Changes

- There are two important bugs being fixed. One is when information goes from GAIN into WITS on Admissions. This was fixed on the current release and should be pushed to Production at the end of January or early February. The other bug is in the RSS Program Enrollment; it is also being fixed.

Sources of Information

- Shannon asked who distributes the SUD Newsletter. Denise advised it is sent out by the BPA. This month's newsletter addresses Editing GRRS.
- Denise informed us that John Kirsch also posts some helpful information on the WITS Announcements page.

Consent Back to Funding Source

- Denise explained how to do a consent back to a funding source. The critical question is how to know which date to choose. Select a client. Go to the Activity List. In the “Created Date” column, choose the date that is the day of or a date before the earliest document to be consented. In the navigation pane, click on “Consent.” Click on “Add New Client Consent Record.” In the “Disclosed to Agency” field, choose an agency. In the “Purpose for Disclosure” field, type the reason (example: Share GAIN-I Summary). In the “Earliest Date of Services to be Consented” field, enter a date per the earliest “Created Date” shown on the Activity List. In the “Has the Client Signed the Paper Agreement Form” field, the answer has to be Yes. The “Date Client Signed Consent” field defaults to today but can be changed to match the actual date the consent was signed.
- Denise showed how to link a client record in the agency with a client record coming from an outside agency.

New Tasks Assigned:

Task	Status
Per Shannon’s request, a GoToMeeting will be scheduled for Wednesday, January 16, at 2:30 p.m. to cover a follow-up billing training.	In Progress