

Mental Health Update Call Minutes – 2/20/2014

- 1) 19-2524 Update
 - No Update
- 2) PASRR Update
 - No Update
- 3) ERMTS Update
 - Updating staff schedules: We have clarified when to update a staff schedule, or to make them inactive in ERMTS with Vince Rinaldi. Vince said that if staff will be gone three days or less that their ERMTS profiles should not be modified.
- 4) WITS Release Notes
 - December and January release notes were reviewed
- 5) WWW.WITS.IDAHO.GOV
 - The new www.wits.idaho.gov website was announced and demoed for the attendees
 - Robert let everyone know that this would be the new location for all things WITS.
- 6) New WITS User Interface
 - The new WITS UI was discussed
- 7) Voucher Cleanup
 - The proposed voucher cleanup, and resulting deletion of inactive vouchers was discussed. A few regions expressed concerns on the deletions as they have some vendors that are very slow to submit invoices and as a result a few of the listed vouchers may still be paid on. Robert said that the cleanup would be put on hold pending further investigation.
- 8) Duplicate Clients
 - The WITS Help Desk has asked the regions to mark any duplicate client profile with “Do Not Use” in front of the last name so that they the duplicate cases can be combined.
- 9) Medication addition requests

- Please submit all requests for new medications to be added to WITS through a support tickets, and attach a completed current medication request form which can be found at www.wits.idaho.gov.