

IWUG Online Meeting Minutes

February 4, 2016

Topics discussed:

Announcements

Business Psychology Associates

Sharon Burke

Follow-Up Survey Authorizations

Follow up survey authorizations are starting to be issued. BPA Health will email agencies with follow-ups coming due. There is information on wits.idaho.gov for training, including a training video showing the system functionality. The qualifying clients will be those that have the adult population demographic, and are at 30 days after their discharge date.

Open Intakes/Discharges Notification

BPA Health is continuing to notify providers about open intakes/discharges after 30 days of inactivity. Thank you for your help in getting these records cleaned up.

Incentive payments for the quarter will be coming in late next week to providers.

DHW

Rosie Andueza

Changes to Funding Availability

New admissions for supervised misdemeanor funding has been closed at this time. As we continue to look at the budget more cuts will be made before the fiscal year, June 30th. When we expanded the adult population almost a year ago, we moved from only accepting referrals from the Mental Health, and were able to expand it to volunteers who qualified as under 100% of federal poverty and not involved in criminal justice system. The response to this change in funding was utilized more than anticipated, however we can't continue at this time.

BPA Health will be sending out a memo that DHW will no longer be accepting volunteers for the adult population, however those already being served will be able to finish treatment. There have also been changes made to PWWC eligibility. Currently the demographic served includes those who are pregnant and who have children 6 and under. The age of the child has to be reduced to age 3 and under.

Changes are also coming for the ATR 4 population. While we don't know exactly what the changes will look like at this point, updates will be forthcoming.

Department of Corrections:

Lorenzo Washington

No updates at this time.

Idaho Supreme Court:

Lynn Proctor

No updates at this time.

Idaho Department of Juvenile Corrections:

Liza Clinger

No updates at this time.

WITS Help Desk:

Carissa Linder

Testing Cycle: version 18.2.11

We have begun the testing cycle for the latest release of wits. We are testing to resolve the identified issues in the system such as the date range search issue, the support ticket functionality, scheduler issues and encounter note functionality. If everything goes well, we are hoping to have this release in production by late next week. If critical errors are found, we will make every effort to get them resolved with the programmers and get this new release to you as soon as possible.

Security Protocol Review:

After the transition to the new staff module, the change in security protocol has been going well; however, there appears to still be a little bit of confusion as far as assigning permissions and what is required to send into the WITS Help Desk. Please review the 'security protocol' which can be found under the 'wits forms' tab on wits.idaho.gov for the provider network. When adding a new staff member, it is still required that you send in the Idaho WITS User Agreement and the GAIN ABS user information form if your staff will be accessing the GAIN-I assessment. They should be submitted with a support ticket, along with the information in the description field of the staff member's first and last name, email address, phone number, facility access, and if you are also requesting gain access.

It's also worth noting that a common error when adding staff members has been leaving off the 'domain' field. Remember to add the SUD and ATR domains for your staff members or they will not be able to view clients within the system. The WITS Help Desk is currently putting together a quick start guide which will cover every step required for adding a new staff member as well as a FAQ guide, and will be available for your reference shortly.

Follow-up Survey Trainings:

Follow up trainings will be available this month on February 11th and February 23rd – and will cover the WITS functionality required to complete the follow up surveys. Please attend if you have any questions about the functionality of conducting the follow up survey in WITS.

New Staff Module Trainings:

New staff module trainings are continuing through this month, and will be available on February 8th and February 24th. In this training we cover the steps required to add and update a new staff record, changing credentials and facilities, the new security protocol and support ticket requirements as well as the new base functionality of the staff module. This is a required training for Agency WITS Administrators (AWA's), and if your agency has not yet attended, please join us for this training.

Seth Schriber

Treatment Plan Re-Design

We are looking into a new treatment plan re-design. We want to make sure that before we take a new treatment plan re-design, we have a stable WITS environment. This has given us an opportunity to reach

out to the providers for feedback on the treatment plan re-design. We are going to email the final requirements for the initial treatment plan enhancement to those who have attended on the IWUG, then we will set up a meeting to discuss and answer questions to compare your input with what we know, and what we want to submit to the programmers. Email Seth Schreiber at SchreibS@dhw.idaho.gov or Michelle Buskey at BuskeyM@dhw.idaho.gov at the Help Desk with any feedback you may have if you will not be able to attend the meeting to discuss the changes.