Announcement

New Enterprise Incident Management System (EIM) Implementation Information
New System Role Conversion Activity
ODP EIM Newsflash 2

ODP Communication Number: Announcement 100-15

The mission of the Office of Developmental Programs is to support Pennsylvanians with developmental disabilities to achieve greater independence, choice and opportunity in their lives.

AUDIENCE: Administrative Entities (AEs), Supports Coordination Organizations (SCOs), Agency with Choice Providers, Intermediate Care Facilities for Individuals with Intellectual Disabilities (ICF/ID) and Direct Service Providers (DSPs) who utilize the Home and Community Services Information System (HCSIS) to perform Incident Management (IM) activities

PURPOSE: The purpose of these pre-implementation activities is to ensure data integrity is maintained in the EIM system. The Office of Developmental Programs (ODP) is requesting that Business Partner (BP) Administrators review the list of active users in Identity Manager for accuracy.

BACKGROUND

The Office of Developmental Programs will begin utilizing the Enterprise Incident Management (EIM) system January 4, 2016 for all incident management reporting functions.   All entities that report incidents in HCSIS will begin to report incidents in the EIM system.

In order to make a smooth transition, BP Admins must ensure an accurate list of users exists in Identity Manager for their organization. Currently the listings of active users may have inaccuracies; i.e. there may be users with an active status that are no longer employed at the organization, no longer need access due to a change in responsibilities, etc. These inaccuracies should be removed before EIM implementation. As part of implementation for the new system, ODP will be converting all active user IDs and passwords from HCSIS to the new EIM system. As a result, all active users will have access to the EIM system on January 4, 2016, so that there is no interruption in reporting, reviewing, or approving capabilities for stakeholders.

DISCUSSION

Why is this clean up activity important?
This clean-up activity ensures that EIM will contain the latest, most current data and will prevent unnecessary or inaccurate data from being transferred.

When can this clean-up work be started?
The user ID clean-up can begin immediately.

When should this clean-up work be completed by?
Please have any duplicate and inactive IDs removed from HCSIS by mid-December.

What resource is available to assist with this task?
The Business Partner (BP) Administration training on the HCSIS Learning Management System (LMS) is available and contains a demonstration regarding how to handle the clean-up activities.

Who can we contact with questions?
For Technical Issues please contact the *HCSIS Help Desk.*
Phone: 1-866-444-1264
E-mail: c-hhcsishd@pa.gov
Fax: 717-540-0960
Hours: Monday – Friday: 7:45 AM – 5:00 PM

ODP has established a dedicated email address to receive questions regarding the new EIM system: RA-PWODPEIMASSIST@PA.gov