

EI Data System

7/25/2016



COLORADO
Office of Early Childhood
Department of Human Services

Agenda

- How to transfer IFSP's
- Changes coming soon
- Review of List Views
- CAPTA Referral updates
- Provider database



How to transfer an IFSP

Step by step process..

1) New CCB create a new client case

NOTE THE CASE NUMBER, case number will be needed for the transferring CCB

2) On the IFSP that is going to transfer select the clone button

3) Change the Case Number to the newly created case number at the new CCB

4) Change ownership over to the new Service Coordinator or who ever is helping facilitate the transfer

5) Old CCB change the status on the client case and IFSP



Transferring IFSP's

Demo



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Changes coming soon..

The Transition data will be stored on the client case

What does that mean?

Transition data will still be entered on the IFSP, however the information will stay on the client case

Why?

This will eliminate different dates entered related to transition data

Users will have the option to include the transition tab on the print PDF



Review of List Views

Available List Views

Client Case Tab

Active Clients

Children over three

Children referred

through CAPTA

IFSP Tab

IFSP's Due for Review

Transition Conferences

Due



CAPTA Referrals

Keep entering the CAPTA referrals as soon as you get them either from EI or the referring worker

If you receive a referral that you have already entered please make note of any differences and email them to Ashley Ness

Last month we reported 89% with 15 referrals not matched



Success!

However,

Due to everyone's diligent work in verifying the referrals all 15 were accounted for in the data system

They weren't matched on our end due to the name being spelled differently or DOB was wrong

Continue to keep Ashley Ness informed on any differences on referrals received and what is entered in the data system



Provider Database

We are bringing the provider database into the UNICORN

What this will mean is that providers will have limited access to child cases to enter data



Final thoughts

If sending an email that contains any information about a child please be sure to send the email secure!



Questions??

Next webinar:
Aug 29th 2PM-3PM

Contact:

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