



MnCHOICES Assessment 2.0 Launch: A New Day

MnA 2.0 Launch Webinar, November 13, 2018

Welcome & Introductions

MnCHOICES

- Business Team Supervisor
- Assessment 2.0 Project Manager
- Policy leads
- Communication & Training



Housekeeping

- All participants are muted
- Do submit technical issues
 - Use the WebEx Q&A panel
- Wait to submit questions



Q&A

All (0)

Ask: All Panelists

Select a panelist in the Ask menu first and then type your question here. There is a 256-character limit.

Send

Purpose of Launch Webinars

Who should attend? Launch leads, supervisors and MnCHOICES Assessment mentors

Provide lead agencies an opportunity to learn the

- Features of MnCHOICES Assessment 2.0
- Steps to prepare for launch
- Computer application technical and program requirements
- Support DHS will provide through webinars, trainings, and launch calls
- Training, work flow and other program support lead agencies may want to provide

November: A New Day Agenda



- Introduction to the basic structure of MnCHOICES Assessment 2.0 (MnA 2.0)
- Previously Asked Questions
- Transition Process and Launch Expectations
- Question and Answer session



MnA 2.0 Basic Introduction

MnA 2.0 is redesigned to



Provide for a more efficient interview process

Assist the assessor in completing their work

Support conversational interviewing and person-centered planning

Organized and condensed to provide for a more efficient interview process

- Person Demographic Information can be updated in MnA 2.0 or MnSP
- Questions were revised
- Reduced questions from 400 possible questions to 90 interview items, plus 20 narratives

Efficiency: Organized to collect information and finish work at the office

- Provide note taking area to facilitate natural conversation
- Narrative boxes at the beginning of each topic to help the assessor hear the story first
- Response options follow the narrative
- Framework for response options – is repeated to make collection predictable: e.g. ADL's

1	<p>Significantly increased time for ADL completion Indicate the need for significantly increased time in order to complete identified activities of daily living due to factors associated with their condition</p> <ul style="list-style-type: none"> ○ Person does not typically require significantly increased time to complete activities of daily living ○ Person typically requires increased time to complete the following checked activities of daily living [H-significantly increased direct hands on assistance-Y (paired w/physical assist throughout or someone else does it for them)] 	773, 774, 775, 776, 777, 779, 780								
	<table border="1"> <tr> <td data-bbox="1421 951 1574 1015"><input type="checkbox"/> Dressing 773</td> <td data-bbox="1600 951 1753 1015"><input type="checkbox"/> Grooming 774</td> <td data-bbox="1778 951 1931 1015"><input type="checkbox"/> Bathing 775</td> <td data-bbox="1956 951 2046 1015"><input type="checkbox"/> Toileting 780</td> </tr> <tr> <td data-bbox="1421 1022 1574 1088"><input type="checkbox"/> Eating 776</td> <td data-bbox="1600 1022 1753 1088"><input type="checkbox"/> Mobility 777</td> <td data-bbox="1778 1022 1931 1088"><input type="checkbox"/> Transfers 779</td> <td data-bbox="1956 1022 2046 1088"><input type="checkbox"/> Positioning 778</td> </tr> </table>	<input type="checkbox"/> Dressing 773	<input type="checkbox"/> Grooming 774	<input type="checkbox"/> Bathing 775	<input type="checkbox"/> Toileting 780	<input type="checkbox"/> Eating 776	<input type="checkbox"/> Mobility 777	<input type="checkbox"/> Transfers 779	<input type="checkbox"/> Positioning 778	
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<input type="checkbox"/> Eating 776	<input type="checkbox"/> Mobility 777	<input type="checkbox"/> Transfers 779	<input type="checkbox"/> Positioning 778							

Assist the assessor in completing their work

Required items are marked


Work features that allow the assessor to quickly check work:

- Spell check
- Identify items that are blank
- Counts remain for each domain and sub-domain

Goal is to assist the assessor to resolve them and conclude the face-to-face interview

The screenshot shows the user interface for the Department of Human Services. At the top, there is a navigation bar with the logo 'm1 DEPARTMENT OF HUMAN SERVICES' and links for 'Home', 'Queues', 'Reports', and 'Search'. Below the navigation bar, the user's current work is identified as 'Working with: Jane Smith', with additional details 'Sex: Female' and 'Current Age: 53'. The main content area is divided into two tabs: 'Person Information' and 'Assessment', with 'Assessment' being the active tab. On the left side of the 'Assessment' tab, there is a sidebar menu with a tree view of assessment domains and sub-domains, each with a count in a yellow circle. The domains and their counts are: Community Living (5), Relationships (8), Daily Living (6), Self-care (10), Eating (10), Well Being (11), Perceptions of Well-being (7), and Cognitive Functioning (7). Below the sidebar menu, there are sections for 'Results' and 'Program Criteria'.

Assist the assessor in complete their work

- The assessment determines functional need
- An area in the assessment for the assessor to summarize, draw professional conclusions and lay out next steps with the person
- **MnA 2.0 User Manual:** Similar content and functionality as MnSP. It will be accessed using the ? On the upper right hand corner of the application 

Support conversational interviewing and person-centered planning

Narrative boxes are available in the topic area so you can collect a person's story prior to making a selection

Provides practice guidance to assist users with 

- Definitions
- Context examples
- Possible conversational interview questions to ask the person during the assessment visit

Log In Page

m DEPARTMENT OF HUMAN SERVICES

Agency *

Select agency ▼

User *

Password *

Login

Warning!
This system is the property of the State of Minnesota. Use of this system without appropriate authority, or in excess of authority, may result in

- Disciplinary action
- Criminal sanctions and/or other appropriate action
- Civil and criminal penalties pursuant to Title 26 Sections 7213, 7213A and 7431 of the United States Code

By continuing to use this system, you are representing yourself as an authorized user. Any user on this system may be:

- Monitored
- Accessed by the State of Minnesota or other authorized officials at any time
- This includes any data created or stored using the system. All such data is subject to the Minnesota Government Data Practices Act
- Any identified evidence of possible criminal activity will be provided to appropriate law enforcement agencies
- Report violations of unauthorized use to 651-297-1111.

Searching for a person: You can choose

There will be three search options available: Social Security Number (SSN), Personal Master Index (PMI) number and name

The image displays two screenshots of the Department of Human Services Person Search interface. Both screenshots feature the 'mi DEPARTMENT OF HUMAN SERVICES' logo in the top left corner and navigation links for 'Queues', 'Reports', and 'Search' in the top right corner.

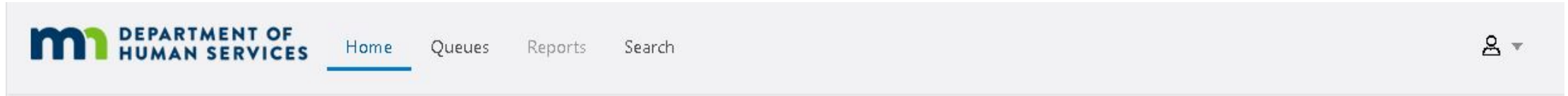
The top screenshot shows the 'Person Search' page with the 'Search by' dropdown menu set to 'SSN'. Below the dropdown, there is a text input field containing '555-55-5555' and a blue 'Search' button. A note above the input field states: 'Asterisk (*) indicates a required field'.

The bottom screenshot shows the 'Person Search' page with the 'Search by' dropdown menu set to 'PMI'. Below the dropdown, there is a text input field containing '01234567' and a blue 'Search' button. A note above the input field states: 'Asterisk (*) indicates a required field'.

Adding search combinations

The screenshot shows the 'Person Search' interface. At the top left is the logo for the 'DEPARTMENT OF HUMAN SERVICES'. On the top right, there are navigation links for 'Queues', 'Reports', and 'Search'. Below the navigation is a 'Search by' dropdown menu currently set to 'Name'. The main search area contains a note: 'Asterisk (*) indicates a required field'. There are three input fields: 'Match' (a dropdown menu set to 'Starts with'), 'First name *' (with a placeholder 'First name'), and 'Last name *' (with a placeholder 'Last name'). A blue 'Search' button is to the right of these fields. Below the search fields is a 'More options' section with a toggle switch that is turned on. Underneath the toggle are radio buttons for 'Gender', with 'Any' selected, and 'Male' and 'Female' unselected. At the bottom, there are fields for 'Date of birth' (with a placeholder 'mm/dd/yyyy' and a calendar icon), 'From age' (with a value of '0' and up/down arrows), and 'To age' (with a value of '120' and up/down arrows).

Header



- In Survey 4 users provided feedback on the
- Order of the navigation words
 - Color of the header

Queues: Referral, Assignment, Assessment

The screenshot displays a web application interface for the Department of Human Services. The top navigation bar includes the logo 'm DEPARTMENT OF HUMAN SERVICES' and menu items: Home, Queues (highlighted), Reports, and Search. On the right side of the navigation bar, there are icons for help (a question mark) and user profile (a person icon with a dropdown arrow). Below the navigation bar, a left-hand sidebar contains three menu items: 'Referral queue' (highlighted), 'Assignment queue', and 'Assessment queue'. The main content area on the right is titled 'Referral Queue' and is currently empty.

Previous Launch Webinar Questions

1. Will we receive a memo about the MCO launch?

- Yes, a MCO Launch Memo: Scheduled to go out 10-months prior to the MCO launch date
- MCO's are aware of the January 2020 launch date

2. Will DHS be piloting MnA 2.0?

- Testing and Pilot is under consideration

3. Will MnCHOICES have an offline option?

- Yes, there will be an offline mode for completing the assessment



Questions



The Transition Process and Launch Expectations

MnCHOICES language changes to avoid confusion

MnCHOICES will not be used to reference the MnCHOICES Assessment

MNCHOICES means the assessment and support plan computer applications.

- The current MnCHOICES Assessment is referred to as MnCHOICES Assessment 1.0, Assessment 1.0 or MnA 1.0. When referring to the Assessment state each character (e.g. M N A 1 . 0)
- The current MnCHOICES Support Plan is referred to as MnSP. When referring to the Support Plan state each character (M N S P)
- MnCHOICES Assessment 2.0: To avoid confusion we call it MnA 2.0 or Assessment 2.0

MnA 1.0 and MnA 2.0 will run concurrently for 150 days

All MnA 1.0 closed assessment data will be available up to 150-days from the launch date

- Lead agencies must complete all open assessments in Assessment 1.0 within 150 days of the launch date
- If an assessment begins in MnA 1.0 it must be completed in MnA 1.0 in the 150-day window



150 Day Transition Expectations: MnA 1.0 to MnA 2.0

All assessments in MnA2.0 when

- There is no open assessment in MnA 1.0
- If the assessment cannot be completed in MnA 1.0 in the 150-day window the assessment needs to be done in MnA 2.0



How long is MnA 1.0 data available?

Lead agencies will have read only access to MnA 1.0 data

- Up to one year from the MnA2.0 launch date

Lead agencies may request assessment data

- When the viewing option is closed, lead agencies may request data using the MnCHOICES Help Desk form



Why we chose the 150-day option

Positive Aspects

- Less rework for Assessors – finish what is started in MnA 1.0
- Ready access to last year's assessment when doing reassessments
- Assessors familiar with application know the format and where to find content
- Users can copy and paste text
- Able to Complete MnA 1.0 work and transition to MnA 2.0

Challenges

- Adds Complexity as you must work in 2 assessment applications
- Provides the ability to start new assessments in MnA 1.0 after an agency moves to MnA 2.0

Recommendation: Complete all open MnA 1.0 assessments and begin using MnA 2.0 for all your assessments as soon as possible

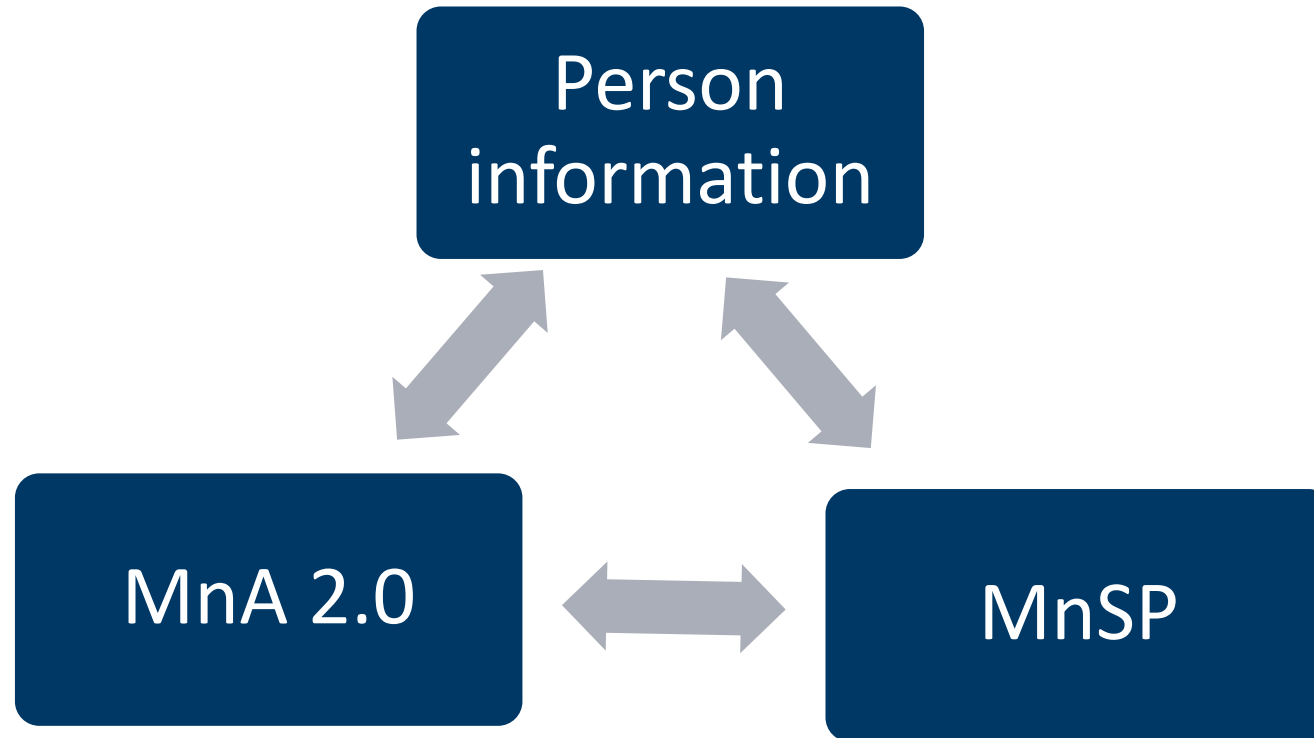
Transition: Aligning MnSP to MnA 2.0

Work is being done to align data being collected in MnA 2.0 with the areas in MnSP

- MnSP knows which data is MnA 1.0 and which is a MnA 2.0 data and where it goes
- No significant changes in the Support Plan structure



MnCHOICES Support Plan data



1. MnCHOICES Person Information changes in one MnCHOICES application will update in the other MnCHOICES application

MnCHOICES Support Plan data: MnA.20 Assessment

2. Closed CSP/CSSP data in MnSP: When MnA 2.0 is used to create an assessment

- Current Person Demographic information will carryover into the new plan
- Copying remains the same
- MnA 2.0 Assessment data will carry over into the new CSP/CSSP
- The CSP and CSSP will be in the new format

MnCHOICES Support Plan data: MnA Assessment

3. Closed CSP/CSSP in MnSP: When MnA 1.0 is used to create an assessment

- Person demographic information will populate into the plan
- The CSP will remain in the current format

Transition Process: Other Expectations

- DHS will encrypt MnA 2.0 data
- DHS highly recommends lead agencies encrypt devices used for assessment purposes



Transition: Onboarding users

Log in IDs will match MnSP

- MnA 1.0 users are being compared to MnSP users
- Reviewing loading MnA 1.0 users to MnA 2.0 in a batch



Transition: User verification

To onboard users a verification process will occur

- All users must be up-to-date on Handling MN Data-Data Privacy courses
- Lapsed certified assessors will not be onboarded with an assessor function
- Users will be required to take corresponding Access & Navigation Training (MnCAT Step 3 Tracks), based on their role, prior to receiving Prod access

Transition: User maintenance

It is anticipated that ongoing user access and maintenance

- Add, change or delete users

Will require a request by a lead agency liaison to a security access management team



Questions



Thank You!

The MnCHOICES Team