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
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
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 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

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- Criminal sanctions and/or other appropriate action
- Civil and criminal penalties pursuant to Title 21 Sections 7212, 7212A and 7214 of the United States Code

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- 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 651-207-1113.
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.
Adding search combinations
In Survey 4 users provided feedback on the

• **Order of the navigation words**

• **Color of the header**
Queues: Referral, Assignment, Assessment

Referral Queue
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 MnA 2.0 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
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
1. MnCHOICES Person Information changes in one MnCHOICES application will update in the other MnCHOICES application
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
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
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