Memo

Date: Sept. 7, 2018

To: MnCHOICES Administrative Contacts and Mentors
    County Administrators
    County Human Services Directors
    County Public Health Nursing Directors
    Community Health Services Directors
    Tribal Health Directors of White Earth Nation, Leech Lake, Mille Lacs Bands of Ojibwe and Red Lake Nation
    Managed Care Organization Administrators

From: Alexandra Bartolic, Disability Services Division

RE: MnCHOICES Assessment 2.0

The Department of Human Services is updating the MnCHOICES Assessment application because Microsoft is ending the Silverlight software used in MnCHOICES Assessment 1.0. The upgrade to MnCHOICES Assessment 2.0 also provides DHS an opportunity to address other technological and business needs within the Assessment application. This application redesign will incorporate the current application needs identified by lead agencies, including feedback obtained at regional meetings from August to October 2016.

The purpose of revision is to focus the scope of assessments, consolidate duplicate items, and integrate and standardize policy. Some of the guiding principles in the redesign are:

- Incorporating a person-centered approach to measures of need
- Using statements that prompt assessors to use the conversational interviewing process to learn about the person and obtain needed assessment information
- Building a consistent framework of response options
- Condensing domains
- Redesigning queues and workflows within the application to support the assessor’s role
- Creating a real time guidance manual to provide further definitions, practice support and questions that could be used to open a conversation

The MnCHOICES team is excited to announce the progress on MnCHOICES Assessment 2.0. The MnCHOICES team and the MNIT team have worked with internal and external partners to
create new assessment content that we are now testing. Examples of items that are complete or in progress are:

- Completion of two user experience surveys
- Additional user experience surveys to come
- Development of the guidance document
- Completion of requirements for Search, Referral, Person Information, workflow queues and navigation design
- Creation of the launch webinar schedule
- Revision and updates to the MnCHOICES certified assessor training
- Transition of MnCHOICES Assessment 1.0 data
- Alignment of MnCHOICES Support Plan with MnCHOICES Assessment 2.0

As progress continues, the MnCHOICES team asks that you pay attention to the standard communication tools to keep you updated and informed, such as:

- The MnCHOICES Matters electronic newsletter
- E-mail announcements
- Memos
- Office hours meetings
- MMA meetings
- Webinar announcements

The MnCHOICES team wants to make sure user needs are met. We will continue to collect lead agency feedback throughout the MnCHOICES Assessment 2.0 process. We will collect feedback through the lead agency planning team, user experience design surveys and future prototype testing.

The MnCHOICES team will provide training sessions to ensure a smooth transition from MnCHOICES Assessment 1.0 to MnCHOICES Assessment 2.0 as we move closer to the completion of the application.

DHS has tentatively set July 2019 as the launch of MnCHOICES Assessment 2.0. Pre-launch support begins fall 2018. You can find the MnCHOICES Assessment 2.0 launch webinar schedule on CountyLink. We appreciate your commitment and dedication. We look forward to our continued partnership.

Questions

If your agency uses MnCHOICES for assessments and you have questions, have a mentor contact the SSIS/MnCHOICES help desk by:

- Using the DHS-6979 (PDF) form
- Sending a message to dhs.mnhelp@state.mn.us
- Calling 651-431-4801