

Jeanette Burket

**Authorized Signature****Number:** SPD-IM-06-040**Issue Date:** 05/05/2006**Topic:** Systems Issues**Subject:** Oregon ACCESS Version 21.2**Applies to (check all that apply):**

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|--|---|
| <input type="checkbox"/> All DHS employees                 | <input type="checkbox"/> County Mental Health Directors       |
| <input checked="" type="checkbox"/> Area Agencies on Aging | <input type="checkbox"/> Health Services                      |
| <input type="checkbox"/> Children, Adults and Families     | <input type="checkbox"/> Seniors and People with Disabilities |
| <input type="checkbox"/> County DD Program Managers        | <input type="checkbox"/> Other (please specify):              |

**Message:**

Oregon ACCESS version 21.2 is scheduled to be released on June 9<sup>th</sup>. The changes to Oregon ACCESS are expected to improve the usability of Oregon ACCESS for case managers administering Older Americans Act services. Additionally a new web application, Reporting and Analyzing Information for NAPIS (RAIN), will be deployed along with Oregon ACCESS version 21.2.

The upcoming changes are significant for the Older Americans Act programs. It is important that impacted staff be aware of the changes, how to use the revised functionality, and how the changes will impact their job. Version 21.2 of Oregon ACCESS includes the following changes:

- Call Module enhancements (minor changes)
- OAA Batch and Monthly Transaction Report (major changes)
- More than 12 Forms have been updated or added
- Home-Care Worker rates functionality (major changes)
- OAA Client Billing integrated with ACCESS (deferred to version 21.3)
- RAIN web application for annual NAPIS reporting (NEW)

Updated Oregon ACCESS help, Oregon ACCESS version 21.2 release notes, as well as supplemental user guides will be distributed to support field staff with the upcoming changes. However, some management and staff should expect the upcoming system changes to have a significant impact on them. Without adequate preparation managing the new system changes could be difficult. We strongly encourage participation in the following activities to prepare for the changes:

Oregon ACCESS testing is a great opportunity to provide feedback on the upcoming changes. Although the major features are already set, there is still some opportunity for us to work out the bugs and “tweak” the functionality to make sure it supports operations in all of the Districts, participation is limited. Please contact Lynda Dyer if you can spend at least a half-day executing test scripts and writing up defects or make suggestions.

Where: DHS Building (Salem)

When: May 1<sup>st</sup> through May 12<sup>th</sup>

Directors and managers can look forward to a brief demonstration of the new RAIN web-application for NAPIS reporting as well as an overview how their District might be impacted by the system changes.

Where: O4AD Meeting

When: May 23<sup>rd</sup> 2:00 pm

Managers and staff for Older Americans Act programs can participate in a 1-day training designed to provide hands on experience with the updated Oregon ACCESS functionality.

Where: Keizer Training Center

When: offered both May 30<sup>th</sup> and May 31<sup>st</sup>

Anyone involved in preparation of the annual SPR for NAPIS or needing to update data in Oregon ACCESS for the annual report is encouraged to participate in a 1-day training on the RAIN application. This training will include a description of how Oregon ACCESS data pulls to the SPR.

Where: Winema Staff Development Unit, Chemeketa Community College

When: July 18<sup>th</sup>, July 19<sup>th</sup>

In addition to being prepared for the system and process changes coming with Oregon ACCESS version 21.2, the AAA Districts should be prepared to make updates to data in Oregon ACCESS prior to September 2006. Although NAPIS changes in Oregon ACCESS have been designed with the utmost flexibility in mind, the system is optimized around specific “best practices.” The more divergent a District's business practices are from the optimized best practices, the more data that will need to be entered or modified for the SPR at the fiscal year end.

Since many of the best practices rely upon functionality that will not be released until Oregon ACCESS version 21.2, all of the AAA Districts will likely have some degree of data clean-up prior to the development of next year's SPR. Participation in the activities outlined above is an important preparatory step.

*If you have any questions about this information, contact:*

<b>Contact(s):</b>	Lynda Dyer		
<b>Phone:</b>	(503) 945-5734	<b>Fax:</b>	(503) 947-4245
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