

Enterprise Incident Management (EIM) Enhancement Release

ODP Announcement 21-074

AUDIENCE:

Providers, Supports Coordinator Organizations (SCOs) and County/Administrative Entities that report or manage incidents in EIM, including those who are designated as Incident Management Representatives

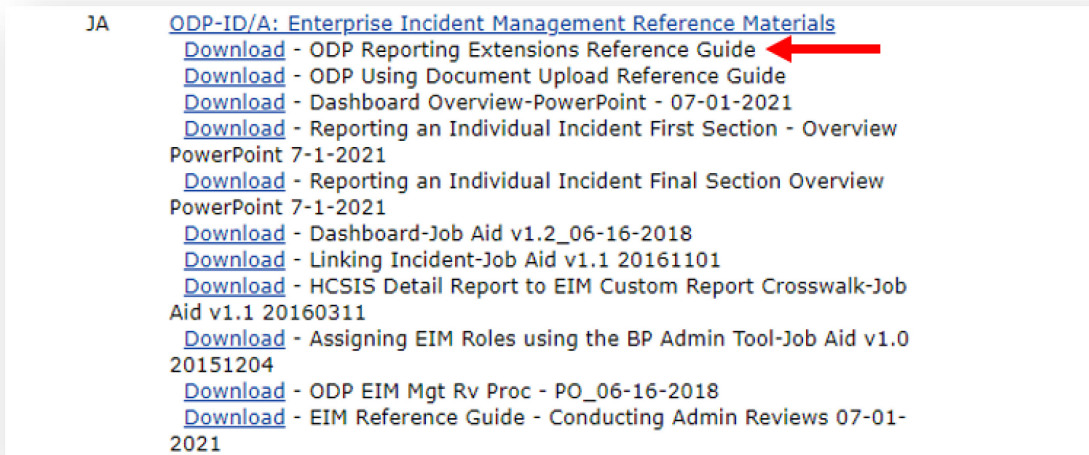
PURPOSE:

To provide information related to the September 11, 2021 EIM enhancements and to notify stakeholders about available reference materials as well as additional upcoming training opportunities.

DISCUSSION:

On Saturday September 11, 2021, the Office of Developmental Programs (ODP) released enhancements within the EIM system. Please see the accompanying attachment, *Enterprise Incident Management Enhancements Newsletter*, for a complete listing of the recent enhancements.

Reference Materials are now available:



Existing reference materials have been updated to reflect the September 11, 2021 changes. In addition, a new *ODP Reporting Extensions Reference Guide* is available in HCSIS LMS (as shown in the screenshot above). This guide outlines new system functionality and controls in place related to the incident extensions.

Analytic Dashboard Resources are now available:

Two new interactive analytic dashboards are now available in EIM. Pre-recorded webcasts that provide an overview of the Analytic Dashboards in EIM are now available on the HCSIS Learning Management System (LMS) (as shown in the screenshot below). There are separate webcasts for Providers and Supports Coordinators (SCs)/County users. Additional resources for the analytic dashboards are also available on LMS.

- JA [ODP-ID/A & BSASP Analytic Dashboard Resources](#)
- [Download](#) - ODP EIM Analytics Dashboard Recording- Provider
 - [Download](#) - ODP EIM Analytics Dashboard Recording- SC/County
 - [Download](#) - ODP EIM Analytics Dashboard Training/SC County
 - [Download](#) - ODP EIM Analytics Dashboard-Providers
 - [Download](#) - ODP Incident Reporting Overview Analytics Dashboard TipSheet
 - [Download](#) - ODP Incident Reporting Overview Dashboard Guide
 - [Download](#) - ODP Restraint Analytics Dashboard Guide
 - [Download](#) - ODP Restraint Analytics Dashboard TipSheet

Upcoming Live Question and Answer Sessions:

Live question and answer sessions will be hosted from October through December specific to recent enhancements and the use of the analytic dashboards. There will be separate Question & Answer (Q&A) sessions for Provider and SC/County users. These sessions will be held multiple times, and users only need to attend one session of the type. *Attendees are encouraged to view the pre-recorded webcasts prior to attending the sessions.*

Upcoming Pivot Table Trainings:

Public Consulting Group (PCG) and ODP will be hosting Pivot Table training for beginners in order to demonstrate how to replicate the data and key performance indicators on the dashboards. The training will begin by demonstrating how to extract EIM data reports that replicate the Incident Reporting Overview Dashboard and Restraint Dashboard. Additional demonstrations will be conducted showing users how to use Excel and create Pivot tables with date sliders and other slicers in order to identify the incident records that are being referenced in the dashboard. Lastly, the demonstration will show how to create charts and graphs from the Pivot table and imbed within a MS Word Document and add text narrative, which can be used for trend analysis reporting. A recorded training will be posted on LMS upon completion of the live sessions.

Q&A Session Listing:

Date	Time	Description of Session
10/26/21	1:00 PM - 3:00PM	EIM Enhancements, Analytic Dashboards and Pivot Q&A for Providers
10/28/21	9:00-11:00AM	EIM Enhancements, Analytic Dashboards and Pivot Q&A for SC/County

11/2/21	9:00-11:00AM	Pivot Table Training for Providers and SC/County
11/2/21	1:00-3:00PM	Pivot Table Training for Providers and SC/County
11/4/21	9:00-11:00AM	EIM Enhancements, Analytic Dashboards and Pivot Q&A for Providers
11/4/21	1:00-3:00PM	EIM Enhancements, Analytic Dashboards and Pivot Q&A for Providers
11/9/21	9:00-11:00AM	EIM Enhancements, Analytic Dashboards and Pivot Q&A for SC/County
11/9/21	1:00-3:00PM	EIM Enhancements, Analytic Dashboards and Pivot Q&A for SC/County
11/16/21	9:00-11:00AM	Pivot Table Training for Providers and SC/County
11/18/21	1:00-3:00PM	Pivot Table Training for Providers and SC/County

11/30/21	9:00-11:00AM	EIM Enhancements, Analytic Dashboards and Pivot Q&A for Providers
12/2/21	1:00-3:00PM	EIM Enhancements, Analytic Dashboards and Pivot Q&A for SC/County

All of these sessions are currently available on the HCSIS LMS for registration. **Please note that registration become a waiting list seven days prior to the event. At that point, the [Register](#) hyperlink will become a [Waitlist](#) link.** A Microsoft Teams hyperlink will be distributed to those who register or are added to the waitlist prior to each session. These sessions will be recorded and posted for future viewing as seating will be limited and it is anticipated that these sessions are in high demand. Look for the following course names in order to register for the corresponding session.

ILT	EIM Reporting Q&A-01 Provider Analytics Dashboard 10/26 Download - EIM ODP Analytics Dashboard Recording Provider Download - EIM ODP Analytics Training Providers	
ILT	EIM Reporting Q&A-02 SC/County Analytics Dashboard 10/28 Download - ODP EIM Analytics Dashboard Recording- SC County Download - ODP EIM Analytics Dashboard Training- SC/County	
ILT	EIM Reporting Q&A-03 Pivot Table Training 11/2 AM Download - EIM ODP Analytics Dashboard Recording- Provider Download - EIM ODP Analytics Dashboard Training-Providers Download - ODP EIM Analytics Dashboard Recording SC/County Download - ODP EIM Analytics Dashboard Training- SC/County	
ILT	EIM Reporting Q&A-04 Pivot Table Training 11/2 PM Download - EIM ODP Analytics Dashboard Recording Provider Download - EIM ODP Analytics Dashboard Training-Providers Download - ODP EIM Analytics Dashboard Recording- SC/County Download - ODP EIM Analytics Dashboard Training - SC/County	