

Enterprise Incident Management (EIM) System Enhancements and Upcoming Training Opportunities

ODP Announcement 23-007

AUDIENCE:

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

PURPOSE:

To provide information about EIM system enhancements, available resources, and upcoming training opportunities related to the January 14, 2023, EIM implementation of Medication Error Report changes, the Medication Error Visual Analytic Dashboard, and Medication Error Canned Report.

DISCUSSION:

On Saturday January 14, 2023, the Office of Developmental Programs (ODP) released enhancements within the EIM system. With this release, EIM users will benefit from updates that have been made to the system related to **medication errors**. To facilitate medication error trending and oversight, updates were made to the Medication Error Incident Report and a medication error visual analytic dashboard was created. In addition, a new EIM Medication Error canned report was created to facilitate the use of the Medication Error Dashboard and the analysis of medication errors. For more specific

information related the changes, please reference the attached *HCSIS Release 90.10 Newsletter* pages 25-31.

Training Opportunities

Live online training sessions have been scheduled to begin in February to educate stakeholders regarding these enhancements. These sessions will be held multiple times with the same content, and stakeholders should plan on attending only one session as sessions can fill up and ODP wants to ensure all can participate.

Training Schedule

Session #	Date	Time	Description of Session	Suggested Audience
1	2/7/2023	1:00 PM- 3:00 PM	Review of: <ul style="list-style-type: none"> • Medication Error Incident Report • Medication Error Canned Report • Medication Error Dashboard 	Provider
2	2/9/2023	1:00 PM – 3:00 PM	Review of: <ul style="list-style-type: none"> • Medication Error Incident Report • Medication Error Canned Report • Medication Error Dashboard 	AE SCO HCQU
3	2/14/2023	1:00 PM- 3:00 PM	Review of: <ul style="list-style-type: none"> • Medication Error Incident Report • Medication Error Canned Report 	Provider

Session #	Date	Time	Description of Session	Suggested Audience
			<ul style="list-style-type: none"> Medication Error Dashboard 	
4	2/16/2023	1:00 PM- 3:00 PM	Review of: <ul style="list-style-type: none"> Medication Error Incident Report Medication Error Canned Report Medication Error Dashboard 	Provider
5	2/21/2023	9:00 AM – 11:00 AM	Review of: <ul style="list-style-type: none"> Medication Error Incident Report Medication Error Canned Report Medication Error Dashboard 	Provider
6	2/23/2023	9:00 AM – 11:00 AM	Review of: <ul style="list-style-type: none"> Medication Error Incident Report Medication Error Canned Report Medication Error Dashboard 	AE SCO HCQU

All sessions are currently available on the HCSIS Learning Management System (LMS) for registration.

Training Type	Course Name	Completed Date	Register
ILT	ODP-ID/A & ODP-BSASP: EIM Enhancements Medication Error Reporting Session #1		Register
ILT	ODP-ID/A & ODP-BSASP: EIM Enhancements Medication Error Reporting Session #2		Register
ILT	ODP-ID/A & ODP-BSASP: EIM Enhancements Medication Error Reporting Session #3		Register
ILT	ODP-ID/A & ODP-BSASP: EIM Enhancements Medication Error Reporting Session #4		Register

Training Type	Course Name	Completed Date	Register
ILT	ODP-ID/A & ODP-BSASP: EIM Enhancements Medication Error Reporting Session #5		Register
ILT	ODP-ID/A & ODP-BSASP: EIM Enhancements Medication Error Reporting Session #6		Register

Please note that registration becomes a waiting list seven days prior to the event. At that point, the register hyperlink will become a waitlist link. If space is available for the session, all stakeholders that sign up using the Registration or Waitlist link will be sent information to join the session. All sessions will be conducted using Microsoft Teams.

Other Available Resource Materials

Existing reference materials have been updated to reflect the changes from this release and new resources have been added to Learning Management System (LMS).

Attendees are encouraged to review resource materials prior to attending the sessions.



Course Name/Document Name

Submitting the First Section Overview PPT
BSASP Incident Subject Areas
BSASP EIM User Manual
EIM Reports PowerPoint
ODP Incident Subject Areas Reference Guide
ODP Run Reports- Reference Guide
Reporting and Individual Incident First Section-Overview PowerPoint
Incident Subject Areas Reference Guide
ODP-ID/A EIM User Manual
ODP Run Reports- Reference Guide
Reporting and Individual Incident First Section- Overview PowerPoint
EIM Reference Guide-Running Reports
Medication Error Analytic Dashboard Guide