

Registration Information Update for eCIS – ODP Business Partners

ODP Announcement 20-025 UPDATE

AUDIENCE:

Administrative Entities (AEs), County Joinders, Delegated Administrators and Individual User for ODP

PURPOSE:

The Department of Human Services (DHS) is moving from CIS to a different system (eCIS) for viewing client data. All business partners and their users are required to register for access to eCIS. Data will be transitioned in four phases, the first of which was Phase 1 on February 18, 2020. Phase 2 occurred on May 18, 2020. Dates have been established for the final two phases of the transfer of data. Phase 3 is now scheduled for June 15, 2020 and will transition client data for 24 more counties. Client data for the remaining counties will be transitioned on July 13, 2020.

DISCUSSION:

Data will be incrementally transitioned by county over the four phases. At the start of Phase 1, some data will only be available in eCIS. Each subsequent phase will result in more data being transferred from CIS to eCIS. Depending on the clients you serve, you may need to use both systems until Phase 4 when all data has been migrated to eCIS and access to CIS is deactivated.

The phases are scheduled as follows:

- Phase 1:** Completed February 18, 2020
Counties transferred: Bedford, Blair, Bucks, Chester, Delaware, Lackawanna, Lebanon, Monroe, Washington, Westmoreland, and York
- Phase 2:** Completed May 18, 2020
Counties transferred: Berks, Lancaster, and Philadelphia
- Phase 3** Scheduled for June 15, 2020
Counties scheduled to transfer Allegheny, Armstrong, Beaver, Bradford, Butler, Cambria, Cameron, Carbon, Centre, Clarion, Clearfield, Clinton, Columbia, Crawford, Dauphin, Elk, Erie, Fulton, Mifflin, Montour, Northumberland, Snyder, Sullivan and Union. Adams
- Phase 4** Scheduled for July 13, 2020
Counties scheduled to transfer Cumberland, Fayette, Forest, Franklin, Greene, Huntingdon, Indiana, Jefferson, Juniata, Lawrence, Lehigh, Luzerne, Lycoming, McKean, Mercer, Montgomery, Northampton, Perry, Pike, Potter, Schuylkill, Somerset, Susquehanna, Tioga, Venango, Warren, Wayne, and Wyoming.

For more information about the transition visit the [eCIS Registration Information page](#).

DOES THIS AFFECT REGISTRATION?

All business partners and their users are still required to [register](#) for eCIS access. The registration process also remains the same and is outlined in the [Registration Guide](#). We encourage business partners to register as soon as possible to ensure access to necessary client data. Please note, the business category for the ODP ID/A Administration only allows access to eCIS to County Offices/Administrative Entities.

HOW DOES THIS IMPACT CLIENT DATA ACCESS?

Data will be incrementally transitioned by county over the four phases. Each phase will result in more data being transferred from CIS to eCIS. Depending on the clients you serve, you may need to use both systems until Phase 4 when all data has been migrated to eCIS and access to CIS is deactivated.

MORE INFORMATION

If you have questions, please visit the [eCIS Registration Information page](#) or reach out to your DHS Program Office Contact.