

# Upcoming Enterprise Incident Management System Enhancements

## ODP Announcement 20-080

### AUDIENCE:

Enterprise Incident Management (EIM) Users

### PURPOSE:

To provide information and resources related to the EIM enhancements that will go live Saturday, June 27, 2020 as part of HCSIS release 65.05.

### DISCUSSION:

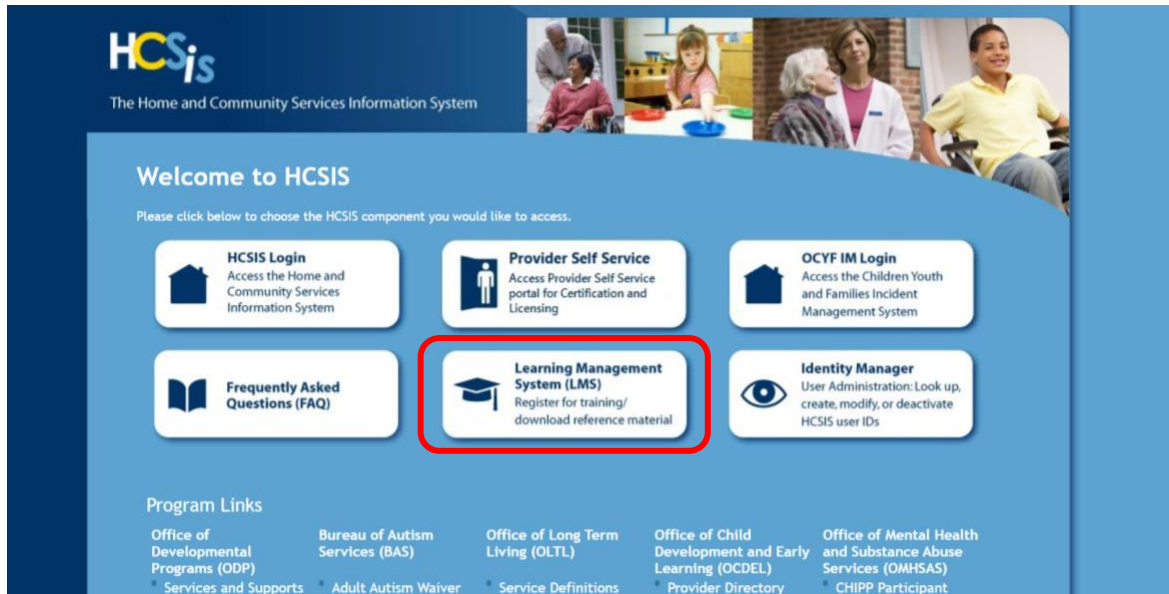
EIM is being enhanced to include new functionality that is intended to help improve record keeping and streamline communication. The use of this additional functionality is currently **optional**.

The new functionality includes:

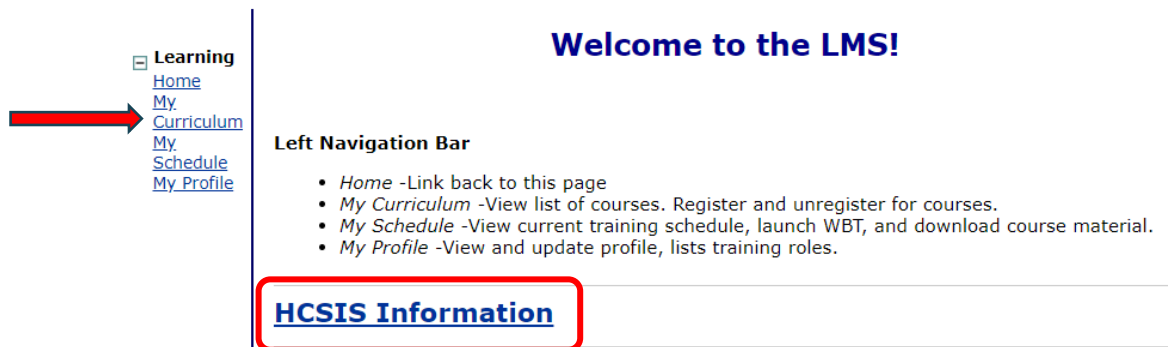
- Document scanning and uploading capabilities: Documents such as hospital discharge summaries, staff training records, evidence showing implementation of corrective actions, etc. can now be scanned and uploaded to become part of the incident report record.
- Incident Report Summary print option: An additional print option has been created to aid providers with achieving compliance with §§6100.401 (e) and 6100.404 (b) (1-6). This print summary option produces a condensed version of the incident report with enhanced formatting.
- Supports Coordination Comment functionality: Functionality has been created that allows Supports Coordinators to comment on incident reports that Administrative Entity/County Management Reviewers can view and address as warranted.

## RESOURCES:

Additional information and reference materials can be found by logging in to the HCSIS Learning Management System (LMS). The link to LMS can be found on the HCSIS landing page.



To access the **HCSIS Release 65.05 Announcement**, click on the [HCSIS Information](#) link shown in the screenshot below.



To access and download the self-guided EIM Enhancement PowerPoints and EIM Reference Guides, click on [My Curriculum](#) (shown above) and look for the course name and following downloadable resources:

JA [ODP: Enterprise Incident Management Reference Materials](#)

JA	<p><a href="#">ODP: Enterprise Incident Management Reference Materials</a></p> <p><a href="#">Download</a> - Dashboard Overview-PowerPoint - 3-30-2019</p> <p><a href="#">Download</a> - Submitting the First Section Overview-PowerPoint - 3-30-2019</p> <p><a href="#">Download</a> - Submitting the Final Section Overview-PowerPoint - 3-30-2019</p> <p><a href="#">Download</a> - Dashboard-Job Aid v1.2_06-16-2018</p> <p><a href="#">Download</a> - Linking Incident-Job Aid v1.1 20161101</p> <p><a href="#">Download</a> - HCSIS Detail Report to EIM Custom Report Crosswalk-Job Aid v1.1 20160311</p> <p><a href="#">Download</a> - Assigning EIM Roles using the BP Admin Tool-Job Aid v1.0 20151204</p> <p><a href="#">Download</a> - ODP EIM Mgt Rv Proc - PO 06-16-2018</p> <p><a href="#">Download</a> - EIM Reference Guide – Using Document Upload</p> <p><a href="#">Download</a> - EIM Reference Guide – Working with Print Summaries</p> <p><a href="#">Download</a> - EIM Reference Guide-Working with SC Comments</p> <p><a href="#">Download</a> - ODP-ID/A: EIM Enhancements_Provider Updates - Training Documentation</p> <p><a href="#">Download</a> - ODP-ID/A: EIM Enhancements_SC and County Updates - Training Documentation</p> <p><a href="#">Download</a> - Provider Response to a Not Approved Management Review Job Aid v1.2 20161110</p> <p><a href="#">Download</a> - ODP EIM User Manual - 12-21-2019</p> <p><a href="#">Download</a> - Incident First Section Job Aid - 3-30-2019</p> <p><a href="#">Download</a> - Incident Final Section Job Aid - 3-30-2019</p> <p><a href="#">Download</a> - Management Review - Investigation Required 20160225</p> <p><a href="#">Download</a> - Incident Management Review Report _Tip_Sheet-v1.0-20160311</p> <p><a href="#">Download</a> - Frequently Asked Questions - ODP EIM Q &amp; A Sessions</p> <p><a href="#">Download</a> - Changes to Restraint Incident Reports (5/20/2017)</p> <p><a href="#">Download</a> - Changes to Death Incident Reports (5/20/2017)</p> <p><a href="#">Download</a> - Preventative-Additional Corrective Action Pages (5/20/2017)</p> <p><a href="#">Download</a> - Removal of Abuse, Neglect, Both, or Neither Question and Increased Access to Hosp Page (5/20/2017)</p> <p><a href="#">Download</a> - Additional Changes specific to the Custom Report, Incident Deletion Screen, and Ind Hist (5/20/2017)</p>
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**ADDITIONAL ASSISTANCE:**

For additional assistance or clarification, contact the HCSIS Helpdesk, EIM assistance mailbox at: [ra-pwodpeimassist@pa.gov](mailto:ra-pwodpeimassist@pa.gov), or the regional office Incident or Risk Manager.