



# Transition Update

## Sandbox

As part of the EI-Hub implementation and onboarding plan, a “Sandbox” version of the EI-Hub will be available to some administrative users in July 2022 and all users starting August 2022. The Sandbox will be behind the Health Commerce System (HCS) firewall. To access the Sandbox, participants will need a HCS account. To access instructions on how to obtain a HCS account, [click here](#).

The Sandbox environment will allow participants to gain hands-on experience while working through the different components of the EI-Hub. This includes the Case Management, Service Logging, and EI Billing components. With the support of written training documentation, eLearning modules, and training videos available on the Learning Management System (LMS), Sandbox participants will be able to complete the basic functions in the life cycle of a child in the Early Intervention Program (the backwards 'S') and the life cycle of a claim. The goal is for Sandbox participants to develop skills and gain confidence using the EI-Hub solution prior to the complete system launch.

The Sandbox will not include the Provider Enrollment component, 837 Claims Loader screens, or the Provider Amendment or Re-Approval section of Case Management. Those utilizing a third-party system for service logging will have the opportunity to participate in Provider Claims Loader Testing and test the submission of claims from their third-party systems/clearinghouses through the 837-file upload process.

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For more information regarding the Sandbox, please view the recording from the June 16, 2022 Statewide Early Intervention Coordinating Council (EICC) meeting.

[Link to Recording](#)

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## Updates

The EI-Hub Project Team has received questions asking for more clarification on session notes, service logs, and the service logging process in the EI-Hub. The Bureau of Early Intervention (BEI) and Public Consulting Group (PCG) is pleased to announce that we will be hosting a webinar on this topic on August 3, 2022. To register for the webinar, please click the link below.

[Webinar Registration Link](#)

An integral part in the setup of the Sandbox environment is establishing Role Administrators. A Role Administrator is the person who is responsible to setup all the individual user role accounts for their agency or county and manage Sandbox activities.

A Live Session webinar will be hosted on July 27, 2022, targeted at preparing Role Administrators for the launch of the EI-Hub Sandbox. The webinar will cover expectations of the Sandbox, assigning user roles, overview of user roles, and a preview of the Sandbox Facilitation Guide. Registration information will be sent to individuals identified as Role Administrators through the survey process.

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## Action Required!

A survey is now available to all current NYEIS and EI Billing users that may want to participate in Sandbox activities. The purpose of this survey is to identify the number of potential sandbox participants and to identify Role Administrators prior to the launch of the Sandbox environment. Please complete the survey by clicking the link below to help us understand your level of engagement.

[Survey Link](#)

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If you have questions, please contact us at [EIHub@health.ny.gov](mailto:EIHub@health.ny.gov).

