Learning Management System
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EI-Hub
EARLY INTERVENTION SOLUTION

EI-Hub

Training Materials

EI-Hub Introduction Job Aid
Resource Library; Job Aids

Navigating the EI-Hub Infographic
Resource Library; Job Aids

User Role Configuration Infographic
Resource Library; Job Aids

Case Management User Roles Job Aid
Resource Library; Job Aids

EI-Hub User Role Crosswalk Infographic
Resource Library; Job Aids

EI-Hub User Management Admin Guide
Resource Library; Sandbox Experience

Communications

User System Requirements
Resource Library; HCS and Other Resources

Health Commerce System (HCS) Instructions
Resource Library; HCS and Other Resources

HCS Account Request for: Licensed Professionals
Resource Library; HCS and Other Resources

HCS Account Instructions for:
EIP Professions who do not hold a license
Resource Library; HCS and Other Resources

EIP Retention Policy and EI-Hub Attachments
Resource Library; BEI Communications

Transition Update - HCS / EI-Hub
Resource Library; Newsletters and Articles

Transition Update - User Role Functionality
Resource Library; Newsletters and Articles

Transition Update - NYEIS v. EI-Hub Interface
Resource Library; Newsletters and Articles

Transition Update - Web Browser Requirements
Resource Library; Newsletters and Articles

Hub Club Newsletter - #4: Record Retention and Attachments
Resource Library; Newsletters and Articles

Hub Club Newsletter - #19: Navigating the EI-Hub
Resource Library; Newsletters and Articles

Hub Club Newsletter - #20: User Roles
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Hub Club Newsletter - #23: User Roles
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EI-Hub Quick Start Guide
Resource Library; Job Aids

EI-Hub Quick Start Guide - Role Administrators
Resource Library; Job Aids

Videos / Recordings

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Resource Library; EI-Hub Highlights

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Case Management System Functionality

Training Materials

Add/Update Providers Job Aid
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Provider Lookup (Search) Job Aid
Resource Library; Job Aids

Therapist Lookup (Search) Job Aid
Resource Library; Job Aids

Adding Therapist Information Job
Resource Library; Job Aids

Case Mgmt User Guides: **Units 1-4; Unit 5; Unit 8; Unit 9; Unit 10** NEW
Resource Library; Job Aids

Dashboards-at-a-glance Infographic
Resource Library; Job Aids

Waivers Infographic
Resource Library; Job Aids

Case Management Reports Infographic
Resource Library; Job Aids

Case Mgmt User Guide, Unit 7 - Dashboards
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NEW **Workflow Resource Guide**
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NEW **Data Corrections in the EI-Hub**
Resource Library; Job Aids

Communications

Transition Update - Data Migration
Resource Library; Newsletters and Articles

Videos / Recordings

Transition Series Webinar—Case Management & the 'Backward "S"
Resource Library; Live Session Recordings

Dashboards Demonstration
Resource Library; Live Session Recordings

Sandbox Experience

Training Materials

Sandbox Facilitation Guide
Resource Library; Sandbox Experience

The Early Intervention EI-Hub Process Chart
Resource Library; Sandbox Experience

Role Administrator Request Form
Resource Library; Sandbox Experience

Provisioning General Users Instructions
Resource Library; Sandbox Experience

Sandbox Setup Infographic
Resource Library; Sandbox Experience

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Question and Answer (Q&A) from Live Session
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Feedback on the EI-Hub System Log
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Sandbox Experience cont

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Role Administrator Kickoff Webinar
Resource Library; Sandbox Experience

Configuring User Roles for Role Administrators
Resource Library; Sandbox Experience

Referral

Training Materials

Child Look Up (Search) Job Aid
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Referrals eLearning Module
LMS Homepage; Course Catalog

Referrals Job Aid
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Family Member/Family Base Job Aid
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Assigning EIO/Ds and Service Coordinator
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Resource Library; Newsletters and Articles

Transition Update
Resource Library; Newsletters and Articles

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Initial Service Coordination

Training Materials

Entering Insurance Job Aid
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Enter/Edit Child Demographic Information Job Aid
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NEW **Creating Service Authorizations ISC Job Aid**
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Hub Club Newsletter - #10
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Evaluation & Eligibility

Training Materials

Evaluations Infographic
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Evaluations Job Aid
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NEW **Entering Eligibility Training Video**
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IFSP

Training Materials

IFSP Required Fields Infographic
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Communications

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Services Report Job Aid
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NEW **Creating Service Authorizations for General Services Job Aid**
Resource Library; Job Aids

NEW **Creating Service Authorizations for OSC Job Aid**
Resource Library; Job Aids

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Live Session Demonstration (Dashboards)
Resource Library; Live Session Recordings

Waivers Demonstration
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Entering SAs for ATD
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Entering SAs for Transportation
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Entering SAs for Respite
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NYS EI-Hub EARLY INTERVENTION SOLUTION

Transfer, Transition, Exit & Close

Training Materials
Transfer, Exit, Close Job Aid
Resource Library; Job Aids
Transition Job Aid
Resource Library; Job Aids

Service Logging

Training Materials
Service Logging Process Flow Infographic
Resource Library; Job Aids
Service Logging eLearning Module
LMS Homepage; Course Catalog
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Resource Library; Job Aids
Create and Edit a Service Log Job Aid
Resource Library; Job Aids

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Session Notes v. Service Logs Infographic
Resource Library; Newsletters and Articles
Hub Club Newsletter - #11
Resource Library; Newsletters and Articles
Hub Club Newsletter - #25
Resource Library; Newsletters and Articles
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Resource Library; Newsletters and Articles

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Resource Library; EI-Hub Highlights
Live Session Demonstration
Resource Library; Live Session Recordings
Transition Series Webinar
Resource Library; Live Session Recordings

Other

Hub Club Newsletters (all)
Transition Updates (all)
Webinar Recordings (all)
Highlight Videos (all)
EI-Hub Bootcamp Webinar Recordings (all)
Frequently Asked Questions (FAQ)
NEW **Micro eLearning Modules**

Billing and Claiming

Training Materials
Companion Guides: 837P-Files, 999-Files, 277-Files
LMS Homepage; Course Catalog
Lifecycle of a Claim Infographic
Resource Library; Job Aids
Create/Edit Service Log Job Aid
Resource Library; Job Aids
837P File Submission User Guide
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NEW **Best Practices to Reduce Claim Rejections Infographic**
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NEW **Transition Update - Provider NPI Requirements as part of the Billing Procedures**
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Resource Library; Live Session Recordings

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Training Materials
NEW **Provider Amendments, Re-approvals, Minor Changes Job Aid**
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Hub Club Newsletter - #7: Provider Application Screening Tool (PAST)
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Hub Club Newsletter - #8: Provider Application Tool (PAT)
Resource Library; Newsletters and Articles
Hub Club Newsletter - #22: Provider Application Screening Tool (PAST) & Provider Application Tool (PAT)
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Pre-Go Live Webinars

NEW **Training Materials**

[Referral and Intake Presentation](#)

[Initial Service Coordination Presentation](#)

[Evaluation Presentation](#)

[Eligibility Presentation](#)

[IFSP Presentation](#)

[Transfer,Transition, Exit, and Close Presentation](#)

[Service Logging Presentation](#)

[Billing and Claiming Presentation](#)

[Referral and Intake Live Webinar](#)

[Initial Service Coordination Live Webinar](#)

[Evaluation and Eligibility Live Webinar](#)

[IFSP Live Webinar](#)

[Transfer, Transition, Exit and Close Live Webinar](#)

[Service Logging Live Webinar](#)

[Billing and Claiming Live Webinar](#)