



# Transition Update

## El-Hub Launch Date Delayed

At the March 3, 2022 Early Intervention Coordinating County (EICC) meeting the Bureau of Early Intervention (BEI) announced that the launch of the EI-Hub solution has been delayed. Stakeholder feedback indicated that EI Providers and Municipalities desired additional time to prepare for the transition from NYEIS to the EI-Hub solution. The webcast of the EICC, including the delay announcement can be viewed at <https://www.health.ny.gov/events/webcasts/archive/>.

The additional time will allow for more robust training and resources for users and for stakeholders to gain a deeper understanding and comfort with the new system prior to the launch. BEI and Public Consulting Group (PCG) will be working in partnership to select a new launch date. More information will be shared in the next edition of the Hub Club newsletter.

## Data Migration

Data migration is the process of selecting, preparing, and extracting data from one system, and transferring it into another system. Data migration is an essential component in the transition from NYEIS to the EI-Hub. Through the data migration process, provider and child case management data currently in NYEIS – including historical data – will be converted and migrated to the EI-Hub so users will not lose information relevant to their work. The migration of historical data will not include child records from KIDS (the EI system before NYEIS).

To ensure a smooth transition between systems, users are encouraged to review and reconcile their data in NYEIS. Key data points to review include:

- ❖ Child's County of Residence
- ❖ Agency Provider Rosters (remove inactive providers from roster)
- ❖ Dates that are noticeably incorrect

As announced in April 2020, file attachments will not be migrated from NYEIS to EI-Hub. Attachments in NYEIS do not fulfill the record keeping requirements for providers and municipalities. Providers must retain the child record, including attachments, in their records for at least the number of years required to meet Medicaid requirements and for additional years to comport with their respective professional practice acts.

NYEIS users that have not already downloaded and retained copies of their attachments in NYEIS are encouraged to do so before the EI-Hub launch. Once NYEIS is fully decommissioned, attachments in NYEIS will no longer be accessible. For additional information on the record retention policy, please click the link below.

## [Presentation on Record Retention Policy](#)

---

## Updates

The next **bi-weekly live demonstration session** will cover EI-Hub User Roles and Role Assignment. Attendees will be able to ask questions specific to the functionality being demonstrated. Questions not answered during the session will be reviewed and added to FAQs that will be posted in the EI-Hub LMS.

The demonstration is scheduled on **March 16, 2022** from 12:00pm to 1:00pm.

Webinar Registration link: <https://nystec-meeting.webex.com/nystec-meeting/j.php?RGID=r4183041dd9ef8556d56a7e9019ecbece>  
Webinar Dial in Telephone Number: 1-855-282-6330  
Meeting /Access Number: 2337 515 6838  
Webinar Password: EIHUB (34482 from phones)

To view a full list of the upcoming Live Session Demonstrations, [Click here](#)

The next monthly **EI-Hub Transition Series webinar** is scheduled on **March 9, 2022**.

This webinar series provides an opportunity for end users to submit questions and hear from BEI and PCG on how to best prepare for the system transition. This session will focus on billing and claiming.

Webinar Registration link: <https://nystec-meeting.webex.com/nystec-meeting/j.php?RGID=rf45ba4b610af1ecfe1ed013712bb703e>  
Webinar Dial in Telephone Number: 1-855-282-6330  
Meeting /Access Number: 2341 996 4749  
Webinar Password: EIHUB (34482 from phones)

To view a full list of the upcoming EI-Hub Transition Series webinars, [Click here](#)

---

## Action Required!

**NYEIS users** are encouraged to **review and reconcile their data** to ensure a smooth transition from NYEIS to the EI-Hub. If you have not already done so, **users should also retrieve documents from NYEIS for record retention purposes**. The EI-Hub will have the functionality for users to upload and manage documents (attachments), however, documents within NYEIS will not be transferred to the EI-Hub.

**Counties** that have not already done so, will need to **apply for certification with Medicaid** and then be tied to the Public Consulting Group's (PCG) ETIN (E008) and category of service (0164 – EI Services | 0265 – EI Case Management)-, as applicable. For additional information, please reference the following website: [eMedNY: Provider Enrollment](#).

---

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