LTSS Roles and Permissions User Manual

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Table of Contents

1. System Management User Roles 1
System Administrator 1
Help Desk 1
2. DHMH User Roles 1
DHMH Administrator 1
DHMH MFP Director 10
DHMH Housing Coordinator 17
DHMH Housing Specialist 18
DHMH Physician 19
DHMH Appeal Staff 21
DHMH Director/Analyst (read only) 22
DHMH Quality Assurance Staff (read only) 25
3. LAHWU User Roles 28
LAHWU Administrator 28
LAHWU Supervisor 32
LAHWU Participant Specialist 36
LAHWU Intake 40
LAHWU Read Only Staff 41
Fiscal Intermediary Staff 44
4. DDA User Roles 44
DDA Administrator 44
DDA Specialist 45
5. ScQOL User Roles 46
ScQOL Survey Administrator 46
6. MDoD User Roles 47
MDoD Administrator 47
7. MDoA User Role 48
MDoA Administrator 48
MDoA Supervisor 53

MDoA Case Manager 57
MDoA Intake 61
8. DEWS User Roles 62
DEWS Administrator 62
DEWS Supervisor 64
DEWS Eligibility Case Manager 67
DEWS Intake 70
9. MAPC User Roles 71
MAPC Nurse Case Coordinator 71
MAPC Nurse Case Monitor 72
MAPC Data Entry Person 73
10. AERS User Roles 74
AERS Administrator 74
AERS Supervisor 77
AERS Clinician 79
AERS Intake 81
11. UCA User Roles 83
UCA Administrator 83
UCA Nurse 85
UCA Physician 87
UCA Intake 88
12. AAA Users Roles 90
AAA Administrator 90
AAA Supervisor 95
AAA Case Manager 99
AAA Intake 109
13. CIL User Roles 110
CIL Administrator 110
CIL Supervisor 112
CIL Case Manager 113
CIL Peer Administrator 114
CIL Peer 116

CIL Peer Mentoring Administrator 117
CIL Peer Mentor 118
14. TCC User Roles 119
TCC Administrator 119
TCC Case Manager 123
TCC Supervisor 128
TCC Intake 132
15. MMIS User Roles 134
MMIS Waiver Unit Staff 134
16. QCR User Roles 135
QCR Administrator 135
QCR Team Leader 135
QCR Interviewer 136
QCR Branch Chief 136
17. LHD User Roles 137
LHD Case Manager 137
LHD Representative 137
LHD Nurse Coordinator 138
LHD Nurse 139
18. MAP User Roles 139
MAP Staff 139
MAP Administrator 140

Legend: ■ Authorized ☐ Not Authorized

1. System Management User Roles

System Administrator

Agency Management

■Create ■View ■Edit

Staff Management

■Create ■View ■Edit

My Location Management

■Create ■List ■View ■Edit

Help Desk

Error Report Management

■Open ■Discard ■Close ■Add Error Note

2. DHMH User Roles

DHMH Administrator

Client Management

■Create ■View ■Edit ■Edit Date of Death

Agency Management

■Create ■View ■Edit

Peer Profile Management

■Create ■View ■Edit

Staff Management

■Create ■View ■Edit

My Location Management

■Create Staff ■List Staff ■View Staff ■Edit

Dashboard Statistics and Charts Overviews

■LAH WOA Dashboard Access (Administrator Level)

■DHMH Dashboard Access (Administrator Level)

Case Program Management

■Create ■Initial Create ■Reapply Create ■Redetermination ■Close

■Reopen ■Discard

DHMH Administrator

MFP Program Management

■My Case Program List Query ■All Active Case Program Query ■View Tasks
■Program Summary View

Nursing Facility List

■View

Flexible Funds

■Create ■List ■Edit ■Discard

MFP Questionnaire Management

■Create ■List ■View ■Edit ■Submit ■Discard

MDS Data Management

■Create ■List ■View

MFP Peer Mentoring Management

■List ■View Summary

MFP Peer Mentoring Referral

■Create ■View ■Edit ■Submit ■Discard

MFP Peer Mentoring Assessment

■Create ■View ■Edit ■Submit ■Discard

MFP Peer Mentoring Outcome

■Create ■View ■Edit ■Submit ■Discard

MFP Peer Mentoring Reassessment

■Create ■View ■Edit ■Submit ■Discard

MFP Peer Mentoring Reassessment Outcome

■Create ■View ■Edit ■Submit ■Discard

MFP Peer Mentoring Activity Management

■List ■View

MFP Residential Contact Management

■Create ■List ■View ■Edit ■Submit ■Discard

DHMH Administrator

MFP Non-Residential Contact Management

■List ■View

MFP Housing User Activity Management

■List ■View

MFP Housing User Activity History

■View (All client history can be seen, including those created by other MFP System Users)

MFP Ongoing Peer Support Referral

■Create ■List ■View ■Summary View ■Edit ■Submit ■Discard

MFP Ongoing Peer Support Assessment

■Create ■List ■View ■Edit ■Submit ■Discard

MFP Ongoing Peer Support Outcome

■Create ■View ■Edit ■Submit ■Discard

MFP Ongoing Peer Support Reassessment

■Create ■View ■List ■Edit ■Submit ■Discard

MFP Ongoing Peer Support Reassessment Outcome

■Create ■View ■Edit ■Submit ■Discard

MFP Ongoing Peer Support Activity Management

■List ■View

MFP Housing Assistance Referral

■Create ■List ■View ■Summary View ■Edit ■Submit ■Discard

MFP Housing Assistance Assessment

■Create ■View ■Edit ■Submit ■Discard ■View Expenses ■Edit Expenses

MFP Housing Assistance Outcome

■Create ■View ■Edit ■Submit ■Discard

DHMH Administrator

MFP Housing Assistance Reassessment

■Create ■View ■Edit ■Submit ■Discard ■View Expenses
■Edit Expenses

MFP Housing Assistance Reassessment Outcome

■Create ■View ■Edit ■Submit ■Discard

Public Housing Assistance

■Create ■List ■View ■Edit ■Submit ■Discard

MFP Housing Assistance Activity Management

■List ■View

MFP Options Counseling

■Create ■List ■View ■Edit ■Submit ■Discard
■View Summary

MFP Options Counseling Referral

■Create ■View ■Close ■Discard

MFP Options Counseling Application Assistance

■Create ■View ■Edit ■Submit ■Discard

ScQoL Management

■View Summary ■View Baseline ■Edit Baseline ■Discard Baseline
■View Year One ■Edit Year One ■Discard Year One
■View Year Two ■Edit Year Two ■Discard Year Two
■Action Discard ■Action Submit

MFP DDA Referral

■Create ■View ■Discard

MFP DDA Transition

■Create ■View ■Edit ■Discard

MFP DDA Outcome

■Create ■View ■Edit ■Submit ■Discard

MFP TBI My List Query

■Enabled

DHMH Administrator

MFP TBI Case Program Query
■All Active ■All Inactive

MFP TBI Referral
■Create ■View

MFP TBI Outcome
■Create ■View ■Edit ■Submit ■Discard

Program Management
■View Tasks ■View Summary

Initial Screening and Referral List
■Create ■View ■List ■Edit ■Submit ■Discard

Referral
■Create ■View ■List ■Edit ■Submit ■Discard

LAH WOA Application Summary
■Enabled

Initial Meeting
■Create ■View ■List ■Edit ■Submit

Freedom of Choice
■Create ■View ■List ■Edit ■Submit ■Discard

Narration Management
■Create ■View ■List ■Edit ■Submit ■Discard

Documentation Reminder Management
■Create ■View ■List ■Edit

Application Packet Management
■Create ■View ■List ■Edit

Plan of Service/Plan of Care
■Create ■View ■List ■Revise ■Edit ■Edit Comment
■Submit ■Review ■Decision ■Discard

DHMH Administrator

Notice of Case Activity
■Create ■View ■List ■Edit ■Submit ■Discard

LAH Assessment Packet Management
■Tasks ■View Details ■Acknowledge Details ■Submit

AP Documentation Reminder
■Create ■View ■Update

LAH WOA ATP Summary
■Enabled

Pre-ATP Questionnaire Management
■Create ■View ■List ■ Edit ■Submit ■Discard

Certification of Technical/Medical Eligibility
■Create ■View ■List ■ Edit ■Submit ■Discard

ATP Questionnaire Management
■Create ■View ■List ■ Edit ■Submit ■Discard

DEWS Summary
■Enabled

DEWS Financial Eligibility
■View ■List

DEWS Overall Decision
■View ■List ■Acknowledge Details

DEWS MMIS Waiver Transaction Management
■Create ■View ■List ■ Edit ■Submit ■Discard

DEWS Letter Management
■View ■List

LAH WOA Appeal Management
■Create ■View ■List ■ Edit ■Submit ■Discard ■Summary View

DHMH Administrator

LAH WOA Appeal Disposition Management

■Create ■View ■Edit ■Submit ■Discard

LAH Activity Management

■List ■View

Fiscal Intermediary Authorization Request

■View ■List ■Edit ■Submit ■Discard

Fiscal Intermediary Attendant Management

■Create ■List ■Manage ■View ■Deactivate

Transition Funds Management

■Create ■List ■Discard

AERS Assessment View

■ Client Level ■Case Program Level

AERS Assessment Request

■ Create

AERS Assessment

■Create ■View ■Edit ■Edit End Date ■Submit ■Discard

AERS Plan of Care

■Create ■View ■Edit ■Edit End Date ■Submit ■Discard

Level of Care Request

■ Create

Level of Care View

■ Client Level ■Case Program Level

Level of Care Management

■ Create ■View

Level of Care Pending Management

■ Create ■View ■Submit

Level of Care Denied By Nurse

DHMH Administrator

■View ■ Edit ■Submit

Level of Care Denied By Physician

■View ■ Edit ■Submit

Level of Care Approval Affirmation

■View ■ Edit

Level of Care Discard

■Enabled

LAH All Client Case Program Query

■Enabled

LAH My List Query

■Enabled

ICS Cost Neutrality

■Create ■List

LAH All Redetermination

■Due in 30 days or less ■Due in 60 days or less ■Overdue Clients

LAH Clients LOC Management

■ LOC Expired in 30 days or less ■Pending Physician Decision ■Expired LOC Clients
■ LAH Appeals Without Disposition Case Program ■ LAH Applications Expired
■ LAH Applications Expiring In 15 Days ■ LAH Advisory Letter Expired
■ LAH Advisory Letter Expiring In 15 Days

WOA All Redetermination

■Due in 30 days or less ■Due in 60 days or less ■Overdue Clients

WOA Clients LOC Management

■LOC Expired in 30 days or less ■Pending Physician Decision ■Expired LOC Clients
■ WOA Appeals Without Disposition Case Program ■ WOA Applications Expired
■ WOA Applications Expiring In 15 Days ■ WOA Advisory Letter Expired
■ WOA Advisory Letter Expiring In 15 Days

POS/POC Case Program Query

■Pending Coordinator Decision ■Pending MDOA Decision ■Expired LOC Clients

DHMH Administrator

■ In Progress ■ Approved ■ Denied ■ Pending Lead Decision
■ Pending LAH WU Decision

Other Clients Query

■Pending Physician Decision ■LOC Expiring In 30 Days ■Expired LOC Clients

Pre-Screening Management

■Create ■View ■List ■ Edit ■Submit ■Discard

Screening Request

■Create

Standardized Screening Management

■View ■List

Standardized Screening Result

■Create ■Edit ■View ■List

Waiver Waiting List Management

■Create ■View ■List ■ Edit ■Create (Administrator Level) ■Search

Standard Assessment

■List ■Edit ■View ■View Results

Reports

■LAH ICS WOA ■LAH WOA ICS Administrative ■MFP Administrative
■ MFP DDA ■MFP Housing ■ MFP Legacy ■MFP Miscellaneous
■ MFP Option Counseling ■MFP Peer Mentoring ■MFP Peer Support
■MFP Quality of Life Survey ■QCR ■Administrative Report
■ MFP Legacy Administrative ■MFP Legacy Application Assistance
■MFP Legacy Case Management Invoice ■MFP Legacy Case Management Activity
■MFP Legacy Case Management Clients Flagged ■MFP Legacy Peer Outreach
■MFP Legacy Peer Outreach MMIS Data ■MFP Legacy Peer Outreach Date Visit
■MFP Legacy Program Education ■MFP Legacy Program Education Information Provided
■MFP Legacy DDA ■MFP Legacy Outcomes
■MFP Option Counseling Summary Of Information Provided ■MFP Peer Mentoring
■MFP Peer Mentoring Referral ■MFP Peer Supports ■MFP Quality Of Life
■WOA ■WOA Contribution Care ■WOA Current Enrollee ■WOA NF Application Per County
■WOA Expiring LOC ■LAH ICS ■LAH ICS Case Manager ■LAH ICS Redetermination Due
■LAH ICS Appeal ■LAH ICS Client Status ■LAH ICS Current Enrollee

DHMH Administrator

- ■LAH ICS Nursing Home Transition
- ■LAH ICS Overdue Assessment Packets
- ■LAH ICS POS/POC
- ■LAH ICS WOA Application Status
- ■LAH ICS WOA Case Management Invoice
- ■LAH ICS WOA Current Address
- ■LAH ICS WOA DEWS Application Expiration
- ■LAH ICS WOA Monthly
- ■LAH ICS WOA State Stat
- ■LAH ICS WOA QOL Survey
- ■LAH ICS WOA Monthly Application Status
- ■LAH ICS WOA Jurisdiction Report

DHMH MFP Director

Client Management

■Create ■View ■Edit ■Edit Date of Death

Peer Profile Management

■Create ■View ■Edit

Dashboard Statistics and Charts Overviews

■LAH WOA Dashboard Access (Administrator Level)

☐DHMH Dashboard Access (Administrator Level)

Case Program Management

■Create ☐Initial Create ☐Reapply Create ☐Redetermination ■Close

■Reopen ■Discard

MFP Program Management

■My Case Program List Query ■All Active Case Program Query ■View Tasks

■Program Summary View

Nursing Facility List

■View

Flexible Funds

■Create ■List ■Edit ■Discard

MFP Questionnaire Management

■Create ■List ■View ■Edit ■Submit ■Discard

DHMH MFP Director

MDS Data Management

☐Create ■List ■View

MFP Peer Mentoring Management

■List ■View Summary

MFP Peer Mentoring Referral

■Create ■View ■Edit ■Submit ■Discard

MFP Peer Mentoring Assessment

■Create ■View ■Edit ■Submit ■Discard

MFP Peer Mentoring Outcome

■Create ■View ■Edit ■Submit ■Discard

MFP Peer Mentoring Reassessment

■Create ■View ■Edit ■Submit ■Discard

MFP Peer Mentoring Reassessment Outcome

■Create ■View ■Edit ■Submit ■Discard

MFP Peer Mentoring Activity Management

■List ■View

MFP Residential Contact Management

■Create ■List ■View ■Edit ■Submit ■Discard

MFP Non-Residential Contact Management

■List ■View

MFP Housing User Activity Management

■List ■View

MFP Housing User Activity History

■View

MFP Ongoing Peer Support Referral

■Create ■List ■View ■Summary View ■Edit ■Submit ■Discard

DHMH MFP Director

MFP Ongoing Peer Support Assessment

■Create ■List ■View ■Edit ■Submit ■Discard

MFP Ongoing Peer Support Outcome

■Create ■View ■Edit ■Submit ■Discard

MFP Ongoing Peer Support Reassessment

■Create ■View ■List ■Edit ■Submit ■Discard

MFP Ongoing Peer Support Reassessment Outcome

■Create ■View ■Edit ■Submit ■Discard

MFP Ongoing Peer Support Activity Management

■List ■View

MFP Housing Assistance Referral

■Create ■List ■View ■Summary View ■Edit ■Submit ■Discard

MFP Housing Assistance Assessment

■Create ■View ■Edit ■Submit ■Discard ■View Expenses ■Edit Expenses

MFP Housing Assistance Outcome

■Create ■View ■Edit ■Submit ■Discard

MFP Housing Assistance Reassessment

■Create ■View ■Edit ■Submit ■Discard ■View Expenses ■Edit Expenses

MFP Housing Assistance Reassessment Outcome

■Create ■View ■Edit ■Submit ■Discard

Public Housing Assistance

■Create ■List ■View ■Edit ■Submit ■Discard

MFP Housing Assistance Activity Management

■List ■View

MFP Options Counseling

DHMH MFP Director

■Create ■List ■View ■Edit ■Submit ■Discard ■View Summary

MFP Options Counseling Referral

■Create ■View ■Close ■Discard

MFP Options Counseling Application Assistance

■Create ■View ■Edit ■Submit ■Discard

ScQoL Management

■View Summary ■View Baseline ■Edit Baseline ■Discard Baseline
■View Year One ■Edit Year One ■Discard Year One
■View Year Two ■Edit Year Two ■Discard Year Two
■Action Discard ■Action Submit

MFP DDA Referral

■Create ■View ■Discard

MFP DDA Transition

■Create ■View ■Edit ■Discard

MFP DDA Outcome

■Create ■View ■Edit ■Submit ■Discard

MFP TBI My List Query

■Enabled

MFP TBI Case Program Query

■All Active ■All Inactive

MFP TBI Referral

■Create ■View

MFP TBI Outcome

■Create ■View ■Edit ■Submit ■Discard

Program Management

■View Tasks ■View Summary

Initial Screening and Referral List

■Create ■View ■List ■Edit ■Submit ■Discard

DHMH MFP Director

Referral
■Create ■View ■List ■Edit ■Submit ■Discard

LAH WOA Application Summary
■Enabled

Initial Meeting
■Create ■View ■List ■Edit ■Submit

Freedom of Choice
■Create ■View ■List ■Edit ■Submit ■Discard

Narration Management
■Create ■View ■List ■Edit ■Submit ■Discard

Documentation Reminder Management
■Create ■View ■List ■Edit

Application Packet Management
☐Create ■View ■List ☐Edit

Plan of Service/Plan of Care
☐Create ■View ■List ☐Revise ☐Edit ☐Edit Comment
☐Submit ☐Review ☐Decision ☐Discard

Notice of Case Activity
☐Create ■View ■List ☐Edit ☐Submit ☐Discard

LAH WOA ATP Summary
■Enabled

Pre-ATP Questionnaire Management
☐Create ■View ■List ☐ Edit ☐Submit ☐Discard

ATP Questionnaire Management
☐Create ■View ■List ☐ Edit ☐Submit ☐Discard

DEWS Summary
■Enabled

DHMH MFP Director

DEWS Financial Eligibility
■View ■List

DEWS Overall Decision
■View ■List ■Acknowledge Details

DEWS MMIS Waiver Transaction Management
☐Create ■View ■List ☐ Edit ☐Submit ☐Discard

DEWS Letter Management
■View ■List

LAH WOA Appeal Management
☐Create ■View ■List ☐ Edit ☐Submit ☐Discard
■Summary View

LAH WOA Appeal Disposition Management
☐Create ■View ☐Edit ☐Submit ☐Discard

LAH Activity Management
■List ■View

AERS Assessment View
☐ Client Level ■Case Program Level

AERS Assessment Request
■ Create

AERS Assessment
☐Create ■View ☐Edit ☐Edit End Date ☐Submit ☐Discard

AERS Plan of Care
☐Create ■View ☐Edit ☐Edit End Date ☐Submit ☐Discard

Level of Care View
☐ Client Level ■Case Program Level

Level of Care Management
☐ Create ■View

DHMH MFP Director

Level of Care Pending Management

☐ Create ■ View ☐ Submit

Level of Care Denied By Nurse

■ View ☐ Edit ☐ Submit

Level of Care Denied By Physician

■ View ☐ Edit ☐ Submit

Level of Care Approval Affirmation

■ View ☐ Edit

ICS Cost Neutrality

☐ Create ■ List

ICS Cost Neutrality

☐ Create ■ List

Reports

■ LAH ICS WOA ■ LAH WOA ICS Administrative ■ MFP Administrative
■ MFP DDA ■ MFP Housing ■ MFP Legacy ■ MFP Miscellaneous
■ MFP Option Counseling ■ MFP Peer Mentoring ■ MFP Peer Support
■ MFP Quality of Life Survey ■ QCR ■ Administrative Report
■ MFP Legacy Administrative ■ MFP Legacy Application Assistance
■ MFP Legacy Case Management Invoice ■ MFP Legacy Case Management Activity
■ MFP Legacy Case Management Clients Flagged ■ MFP Legacy Peer Outreach
■ MFP Legacy Peer Outreach MMIS Data ■ MFP Legacy Peer Outreach Date Visit
■ MFP Legacy Program Education ■ MFP Legacy Program Education Information Provided
■ MFP Legacy DDA ■ MFP Legacy Outcomes
■ MFP Option Counseling Summary Of Information Provided ■ MFP Peer Mentoring
■ MFP Peer Mentoring Referral ■ MFP Peer Supports ■ MFP Quality Of Life
■ LAH ICS WOA Case Management Invoice ■ LAH ICS WOA QOL Survey
■ Case Manager Report

DHMH Housing Coordinator

Case Program Management

■Create ☐Initial Create ☐Reapply Create ☐Redetermination ■Close
■Reopen ☐Discard

MFP Program Management

☐My Case Program List Query ☐All Active Case Program Query ■View Tasks
■Program Summary View

MFP Questionnaire Management

■Create ■List ■View ■Edit ■Submit ■Discard

MFP Case Program Management

■My Case ■All Active

MFP Housing Assistance Management

■My List ■All Active ■All Inactive

MFP Housing Assistance Referral

■Create ■List ■View ■Summary View ■Edit ■Submit ■Discard

MFP Housing Assistance Assessment

■Create ■View ■Edit ■Submit ■Discard ■View Expenses
■Edit Expenses

MFP Housing Assistance Outcome

■Create ■View ■Edit ■Submit ■Discard

MFP Housing Assistance Reassessment

■Create ■View ■Edit ■Submit ■Discard ■View Expenses
■Edit Expenses

MFP Housing Assistance Reassessment Outcome

■Create ■View ■Edit ■Submit ■Discard

Public Housing Assistance

■Create ■List ■View ■Edit ■Submit ■Discard

MFP Housing Assistance Activity Management

■Create ■List ■View ■Edit ■Discard

DHMH Housing Coordinator

MFP Housing User Activity Management

■Create ■List ■View ■Edit ■Discard

Reports

■MFP Housing ■MFP Miscellaneous ■Case Manager Report

DHMH Housing Specialist

MFP Program Management

☐My Case Program List Query ☐All Active Case Program Query ■View Tasks

■Program Summary View

MFP Questionnaire Management

■Create ■List ■View ■Edit ■Submit ■Discard

MFP Case Program Management

■My Case ■All Active

MFP Housing Assistance Management

■My List ■All Active ■All Inactive

MFP Housing Assistance Referral

■Create ■List ■View ■Summary View ■Edit ■Submit ■Discard

MFP Housing Assistance Assessment

■Create ■View ■Edit ■Submit ■Discard ■View Expenses

■Edit Expenses

MFP Housing Assistance Outcome

■Create ■View ■Edit ■Submit ■Discard

MFP Housing Assistance Reassessment

■Create ■View ■Edit ■Submit ■Discard ■View Expenses

■Edit Expenses

MFP Housing Assistance Reassessment Outcome
■Create ■View ■Edit ■Submit ■Discard

Public Housing Assistance
■Create ■List ■View ■Edit ■Submit ■Discard

MFP Housing Assistance Activity Management
■Create ■List ■View ■Edit ■Discard

MFP Housing User Activity Management
■Create ■List ■View ■Edit ■Discard

Reports
■MFP Housing ■MFP Miscellaneous ■Case Manager Report

DHMH Physician

Client Management
☐Create ■View ☐Edit ☐Edit Date of Death

Program Management
■View Tasks ■View Summary

LAH WOA Appeal Management
☐Create ■View ■List ☐ Edit ☐Submit
■Disposition View ■Summary View

LAH WOA Appeal Disposition Management
☐Create ■View ☐Edit ☐Submit ☐Discard

AERS Assessment Request
■ Create

AERS Assessment
☐Create ■View ☐Edit ☐Edit End Date ☐Submit ☐Discard

DHMH Physician

AERS Plan of Care

☐Create ■View ☐Edit ☐Edit End Date ☐Submit ☐Discard

Level of Care View

☐ Client Level ■Case Program Level

Level of Care Management

■Create ■View

Level of Care Pending Management

☐ Create ■View ☐Submit

Level of Care Denied By Nurse

■View ☐ Edit ☐Submit

Level of Care Denied By Physician

■View ■ Edit ■Submit

Level of Care Approval Affirmation

■View ■ Edit

Level of Care Discard

■Enabled

LAH My List Query

■Clients Pending Physician Decision ■Clients LOC Expiring In 30 Days
■Clients Expired LOC

WOA My List Query

■Clients Pending Physician Decision ■Clients LOC Expiring In 30 Days
■Clients Expired LOC

Other My List Query

■Clients Pending Physician Decision ■Clients LOC Expiring In 30 Days
■Clients Expired LOC

Medical Appeal Without Disposition View

■LAH Case Program ■ WOA Case Program

DHMH Physician

Standard Assessment

■List ■View

Standardized Screening

■List ■View

Reports

■LAH ICS WOA ■WOA Expiring Report ■LAH ICS Appeal Report ■Case Manager Report

DHMH Appeal Staff

Client Management

☐Create ■View ☐Edit ☐Edit Date of Death

Program Management

■View Tasks ■View Summary

LAH WOA Appeal Management

■Create ■View ■List ■Edit ■Submit ■Discard
■Summary View

LAH WOA Appeal Disposition Management

■Create ■View ■Edit ■Submit ■Discard

LAH My List Query

■Clients Pending Physician Decision ■All Clients

WOA My List Query

■Clients Pending Physician Decision ■All Clients

Other My List Query

■Clients Pending Physician Decision

Reports

■LAH ICS WOA ■LAH ICS Appeal Report ■Case Manager Report

DHMH Director/Analyst (read only)

MFP Program Management

☐My Case Program List Query ☐All Active Case Program Query ■View Tasks
■Program Summary View

MFP Questionnaire Management

☐Create ■List ■View ☐Edit ☐Submit ☐Discard

Program Management

■View Tasks ■View Summary

Initial Screening and Referral List

☐Create ■View ■List ☐Edit ☐Submit ☐Discard

Referral

☐Create ■View ■List ☐Edit ☐Submit ☐Discard

LAH WOA Application Summary

■Enabled

Freedom of Choice

☐Create ■View ■List ☐Edit ☐Submit ☐Discard

Narration Management

☐Create ■View ■List ☐Edit ☐Submit ☐Discard

Documentation Reminder Management
☐Create ■View ■List ☐Edit

Plan of Service/Plan of Care
☐Create ■View ■List ☐Revise ☐Edit ☐Edit Comment
☐Submit ☐Review ☐Decision ☐Discard

Notice of Case Activity
☐Create ■View ■List ☐Edit ☐Submit ☐Discard

LAH WOA ATP Summary
■Enabled

ATP Questionnaire Management
☐Create ■View ■List ☐ Edit ☐Submit ☐Discard

DEWS Summary
■Enabled

DEWS Financial Eligibility
■View ■List

DEWS Overall Decision
■View ■List ■Acknowledge Details

DEWS MMIS Waiver Transaction Management
☐Create ■View ■List ☐ Edit ☐Submit ☐Discard

DEWS Letter Management
■View ■List

LAH WOA Appeal Management
☐Create ■View ■List ☐ Edit ☐Submit ☐Discard
■Summary View

LAH WOA Appeal Disposition Management
☐Create ■View ☐Edit ☐Submit ☐Discard

LAH Activity Management
■List ■View

AERS Assessment View
☐ Client Level ■ Case Program Level

AERS Assessment
☐ Create ■ View ☐ Edit ☐ Edit End Date ☐ Submit ☐ Discard

AERS Plan of Care
☐ Create ■ View ☐ Edit ☐ Edit End Date ☐ Submit ☐ Discard

Level of Care View
■ Client Level ■ Case Program Level

Level of Care Management
☐ Create ■ View

Level of Care Pending Management
☐ Create ■ View ☐ Submit

Level of Care Denied By Nurse
■ View ☐ Edit ☐ Submit

Level of Care Denied By Physician
■ View ☐ Edit ☐ Submit

Level of Care Approval Affirmation
■ View ☐ Edit

Standard Assessment
■ List ■ View ■ View Result

Standardized Screening
■ List ■ View

DHMH Quality Assurance Staff (read only)

Client Management

☐Create ■View ☐Edit ☐Edit Date of Death

MFP Program Management

☐My Case Program List Query ☐All Active Case Program Query ■View Tasks
■Program Summary View

MFP Questionnaire Management

☐Create ■List ■View ☐Edit ☐Submit ☐Discard

Program Management

■View Tasks ■View Summary

Initial Screening and Referral List

☐Create ■View ■List ☐Edit ☐Submit ☐Discard

Referral

☐Create ■View ■List ☐Edit ☐Submit ☐Discard

LAH WOA Application Summary

■Enabled

Freedom of Choice

☐Create ■View ■List ☐Edit ☐Submit ☐Discard

Narration Management

☐Create ■View ■List ☐Edit ☐Submit ☐Discard

Documentation Reminder Management

☐Create ■View ■List ☐Edit

Plan of Service/Plan of Care

☐Create ■View ■List ☐Revise ☐Edit ☐Edit Comment
☐Submit ☐Review ☐Decision ☐Discard

Notice of Case Activity

☐Create ■View ■List ☐Edit ☐Submit ☐Discard

LAH WOA ATP Summary

■Enabled

Pre-ATP Questionnaire Management
☐Create ■View ■List ☐ Edit ☐Submit ☐Discard

Certification of Technical/Medical Eligibility
☐Create ■View ■List ☐ Edit ☐Submit ☐Discard

ATP Questionnaire Management
☐Create ■View ■List ☐ Edit ☐Submit ☐Discard

DEWS Summary
■Enabled

DEWS Financial Eligibility
■View ■List

DEWS Overall Decision
■View ■List ■Acknowledge Details

DEWS MMIS Waiver Transaction Management
☐Create ■View ■List ☐ Edit ☐Submit ☐Discard

DEWS Letter Management
■View ■List

LAH WOA Appeal Management
☐Create ■View ■List ☐ Edit ☐Submit ☐Discard
■Summary View

LAH WOA Appeal Disposition Management
☐Create ■View ☐Edit ☐Submit ☐Discard

LAH Activity Management
■List ■View

AERS Assessment View
☐ Client Level ■Case Program Level

AERS Assessment
☐Create ■View ☐Edit ☐Edit End Date ☐Submit ☐Discard

AERS Plan of Care

☐Create ■View ☐Edit ☐Edit End Date ☐Submit ☐Discard

Level of Care View

■ Client Level ■Case Program Level

Level of Care Management

☐ Create ■View

Level of Care Pending Management

☐ Create ■View ☐Submit

Level of Care Denied By Nurse

■View ☐ Edit ☐Submit

Level of Care Denied By Physician

■View ☐ Edit ☐Submit

Level of Care Approval Affirmation

■View ☐ Edit

Standard Assessment

■List ■View ■View Result

Standardized Screening

■List ■View

ICS Cost Neutrality

■List

Reports

■LAH ICS WOA ■LAH ICS Appeal Report ■Case Manager Report

3. LAHWU User Roles

LAHWU Administrator

Client Management

■Create ■View ■Edit ■Edit Date of Death

Dashboard Statistics and Charts Overviews

■LAH WOA Dashboard Access (Case Management Administrator Level)

☐DHMH Dashboard Access (Administrator Level)

Case Program Management

■Create ■Initial Create ■Reapply Create ■Redetermination ■Close

■Reopen ■Discard

My Location Management

■Create Staff ■List Staff ■View Staff ■Edit

MFP Questionnaire Management

■Create ■List ■View ■Edit ■Submit ■Discard

LAHWU Case Manager Batch Assign

■Enabled

LAH WOA Application Summary

■Enabled

Program Management

■View Tasks ■View Summary

Initial Screening and Referral List

■Create ■View ■List ■Edit ■Submit ■Discard

Referral

■Create ■View ☐List ■Edit ■Submit ■Discard

LAH WOA Application Summary

■Enabled

Initial Meeting

■Create ■View ■List ■Edit ■Submit

LAHWU Administrator

Freedom of Choice
■Create ■View ■List ■Edit ■Submit ■Discard

Narration Management
■Create ■View ■List ■Edit ■Submit ■Discard

Documentation Reminder Management
■Create ■View ■List ■Edit

Application Packet Management
■Create ■View ■List ■Edit ■Submit

Plan of Service/Plan of Care
■Create ■View ■List ■Revise ■Edit ■Edit Comment
■Submit ■Review ■Decision ■Discard

Notice of Case Activity
■Create ■View ■List ■Edit ■Submit ■Discard

LAH Assessment Packet Management
■Tasks ■View Details ■Acknowledge Details ■Submit

AP Documentation Reminder
■Create ■View ■Update

LAH WOA ATP Summary
■Enabled

Pre-ATP Questionnaire Management
■Create ■View ■List ■ Edit ■Submit ■Discard

ATP Questionnaire Management
■Create ■View ■List ■ Edit ■Submit ■Discard

DEWS Summary
■Enabled

DEWS Financial Eligibility
■View ■List

LAHWU Administrator

DEWS Overall Decision
■View ■List ■Acknowledge Details

DEWS MMIS Waiver Transaction Management
■Create ■View ■List ■ Edit ■Submit ■Discard

DEWS Letter Management
■View ■List

LAH WOA Appeal Management
■Create ■View ■List ■ Edit ■Submit ■Discard ■Summary View

LAH WOA Appeal Disposition Management
■Create ■View ■Edit ■Submit ■Discard

LAH Activity Management
■List ■View

Fiscal Intermediary Authorization Request
■View ■List ■Edit ■Submit ■Discard

Fiscal Intermediary Attendant Management
■Create ■List ■Manage ■View ■Deactivate

Transition Funds Management
■Create ■List ■Discard

AERS Assessment View
☐ Client Level ■Case Program Level

AERS Plan of Care
☐Create ■View ☐Edit ☐Edit End Date ☐Submit ☐Discard

Level of Care Management
☐ Create ■View

Level of Care Pending Management
☐ Create ■View ☐Submit

LAHWU Administrator

Level of Care Denied By Nurse

■View ☐ Edit ☐Submit

Level of Care Denied By Physician

■View ☐ Edit ☐Submit

Level of Care Approval Affirmation

■View ☐ Edit

ICS Cost Neutrality

■Create ■List

LAH My List Query

■Clients Pending Physician Decision ■Clients LOC Expiring In 30 Days
■Clients Expired LOC ■All Clients Case Program
■All Redetermination in 30 days ■ All Redetermination in 60 days
■All Redetermination
■Appeals Without Disposition Case Program
■Applications Expired Query ■Applications Expiring In 15 Days
■Advisory Letter Expired ■Advisory Letter Expiring In 15 Days
■Unassigned LAHWU Clients ■Clients Need Fiscal Intermediary Acknowledged
■Clients Need Fiscal Intermediary Representative ■Clients Wait ATP

POS/POC Case Program Query

■In Progress Case Program
■Approved Case Program
■ Denied Case Program
■ Pending Lead Decision Case Program
■ Pending LAHWU Decision Case Program

Other My List Query

■Clients Pending Physician Decision ■Clients LOC Expiring In 30 Days
■Clients Expired LOC

Standard Assessment

■List ■View ■View Result

Standardized Screening

LAHWU Administrator

■List ■View

Reports

■LAH ICS WOA ■LAH WOA ICS Administrative ■Administrative Report
■LAH ICS Case Manager ■LAH ICS Redetermination Due
■LAH ICS Appeal ■LAH ICS Client Status ■LAH ICS Current Enrollee
■LAH ICS Nursing Home Transition ■LAH ICS Overdue Assessment Packets
■LAH ICS POS/POC ■LAH ICS WOA Application Status
■LAH ICS WOA Case Management Invoice
■LAH ICS WOA Current Address ■LAH ICS WOA DEWS Application Expiration
■LAH ICS WOA Monthly ■LAH ICS WOA State Stat
■LAH ICS WOA QOL Survey ■LAH ICS WOA Monthly Application Status
■LAH ICS WOA Jurisdiction Report

LAHWU Supervisor

Client Management

■Create ■View ■Edit ■Edit Date of Death

Dashboard Statistics and Charts Overviews

■LAH WOA Dashboard Access (Case Management Administrator Level)
☐DHMH Dashboard Access (Administrator Level)

Case Program Management

■Create ■Initial Create ■Reapply Create ■Redetermination ■Close
■Reopen ■Discard

MFP Questionnaire Management

■Create ■List ■View ■Edit ■Submit ■Discard

LAHWU Case Manager Batch Assign

■Enabled

Program Management

■View Tasks ■View Summary

Initial Screening and Referral List

LAHWU Supervisor

■Create ■View ■List ■Edit ■Submit ■Discard

Referral

■Create ■View ☐List ■Edit ■Submit ■Discard

LAH WOA Application Summary

■Enabled

Initial Meeting

■Create ■View ■List ■Edit ■Submit

Freedom of Choice

■Create ■View ■List ■Edit ■Submit ■Discard

Narration Management

■Create ■View ■List ■Edit ■Submit ■Discard

Documentation Reminder Management

■Create ■View ■List ■Edit

Application Packet Management

■Create ■View ■List ■Edit ■Submit

Plan of Service/Plan of Care

■Create ■View ■List ■Revise ■Edit ■Edit Comment
■Submit ■Review ■Decision ■Discard

Notice of Case Activity

■Create ■View ■List ■Edit ■Submit ■Discard

LAH Assessment Packet Management

■Tasks ■View Details ■Acknowledge Details ■Submit

AP Documentation Reminder

■Create ■View ■Update

LAH WOA ATP Summary

■Enabled

Pre ATP Questionnaire Management

LAHWU Supervisor

■Create ■View ■List ■ Edit ■Submit ■Discard

ATP Questionnaire Management

■Create ■View ■List ■ Edit ■Submit ■Discard

DEWS Summary

■Enabled

DEWS Financial Eligibility

■View ■List

DEWS Overall Decision

■View ■List ■Acknowledge Details

DEWS MMIS Waiver Transaction Management

■Create ■View ■List ■ Edit ■Submit ■Discard

DEWS Letter Management

■View ■List

LAH WOA Appeal Management

■Create ■View ■List ■ Edit ■Submit ■Discard ■Summary View

LAH WOA Appeal Disposition Management

■Create ■View ■Edit ■Submit ■Discard

LAH Activity Management

■List ■View

Fiscal Intermediary Authorization Request

■View ■List ■Edit ■Submit ■Discard

Fiscal Intermediary Attendant Management

■Create ■List ■Manage ■View ■Deactivate

Transition Funds Management

■Create ■List ■Discard

AERS Assessment View

☐ Client Level ■Case Program Level

LAHWU Supervisor

AERS Assessment Request

■ Create

AERS Plan of Care

☐Create ■View ☐Edit ☐Edit End Date ☐Submit ☐Discard

Level of Care Management

☐ Create ■View

Level of Care Pending Management

☐ Create ■View ☐Submit

Level of Care Denied By Nurse

■View ☐ Edit ☐Submit

Level of Care Denied By Physician

■View ☐ Edit ☐Submit

Level of Care Approval Affirmation

■View ☐ Edit

ICS Cost Neutrality

■Create ■List

LAH My List Query

■Clients Pending Physician Decision ■Clients LOC Expiring In 30 Days
■Clients Expired LOC ■All Clients Case Program
■All Redetermination in 30 days ■ All Redetermination in 60 days
■All Redetermination
■Appeals Without Disposition Case Program
■Applications Expired Query ■Applications Expiring In 15 Days
■Advisory Letter Expired ■Advisory Letter Expiring In 15 Days
■Unassigned LAHWU Clients ■Clients Need Fiscal Intermediary Acknowledged
■Clients Need Fiscal Intermediary Representative ■Clients Wait ATP

POS/POC Case Program Query

■In Progress Case Program
■Approved Case Program
■ Denied Case Program

LAHWU Supervisor

■ Pending Lead Decision Case Program
■ Pending LAHWU Decision Case Program

Other My List Query

■Clients Pending Physician Decision ■Clients LOC Expiring In 30 Days
■Clients Expired LOC

Standard Assessment

■List ■View ■View Result

Standardized Screening

■List ■View

Reports

■LAH ICS WOA ■LAH WOA ICS Administrative ■WOA Expiring Report
■LAH ICS Case Manager ■LAH ICS Redetermination Due
■LAH ICS Appeal ■LAH ICS Client Status ■LAH ICS Current Enrollee
■LAH ICS Nursing Home Transition ■LAH ICS Overdue Assessment Packets
■LAH ICS POS/POC ■LAH ICS WOA Application Status
■LAH ICS WOA Case Management Invoice
■LAH ICS WOA Current Address ■LAH ICS WOA DEWS Application Expiration
■LAH ICS WOA Monthly ■LAH ICS WOA State Stat
■LAH ICS WOA QOL Survey ■LAH ICS WOA Monthly Application Status
■LAH ICS WOA Jurisdiction Report

LAHWU Participant Specialist

Client Management

■Create ■View ■Edit ■Edit Date of Death

Case Program Management

■Create ■Initial Create ■Reapply Create ■Redetermination ■Close
■Reopen ☐Discard

MFP Questionnaire Management

■Create ■List ■View ■Edit ■Submit ■Discard

LAHWU Case Manager Batch Assign
■Enabled

Program Management
■View Tasks ■View Summary

Initial Screening and Referral List
■Create ■View ■List ■Edit ■Submit ■Discard

Referral
■Create ■View □List ■Edit ■Submit ■Discard

LAH WOA Application Summary
■Enabled

Initial Meeting
■Create ■View ■List ■Edit ■Submit

Freedom of Choice
■Create ■View ■List ■Edit ■Submit ■Discard

Narration Management
■Create ■View ■List ■Edit ■Submit ■Discard

Documentation Reminder Management
■Create ■View ■List ■Edit

Application Packet Management
■Create ■View ■List ■Edit ■Submit ■Acknowledge

Plan of Service/Plan of Care
■Create ■View ■List ■Revise ■Edit ■Edit Comment
■Submit ■Review ■Decision ■Discard

Notice of Case Activity
■Create ■View ■List ■Edit ■Submit ■Discard ■Acknowledge

LAH Assessment Packet Management
■Tasks ■View Details ■Acknowledge Details ■Submit ■Acknowledge

AP Documentation Reminder
■Create ■View ■Update

LAH WOA ATP Summary
■Enabled

Pre ATP Questionnaire Management
■Create ■View ■List ■ Edit ■Submit ■Discard

ATP Questionnaire Management
■Create ■View ■List ■ Edit ■Submit ■Discard

DEWS Summary
■Enabled

DEWS Financial Eligibility
■View ■List

DEWS Overall Decision
■View ■List ■Acknowledge Details

DEWS MMIS Waiver Transaction Management
■Create ■View ■List ■ Edit ■Submit ■Discard

DEWS Letter Management
■View ■List

LAH WOA Appeal Management
☐Create ■View ■List ☐ Edit ☐Submit ☐Discard ■Summary View
■Disposition View ■Acknowledge

LAH WOA Appeal Disposition Management
■Create ■View ■Edit ■Submit ■Discard

LAH Activity Management
■List ■View

Fiscal Intermediary Authorization Request
■View ■List ■Edit ■Submit ■Discard

Fiscal Intermediary Attendant Management

■Create ■List ■Manage ■View ■Deactivate

Transition Funds Management

■Create ■List ■Discard

AERS Assessment View

☐ Client Level ■Case Program Level

AERS Plan of Care

☐Create ■View ☐Edit ☐Edit End Date ☐Submit ☐Discard

Level of Care Management

■ Create ■View (Case Program Level)

Level of Care Pending Management

☐ Create ■View ☐Submit

Level of Care Denied By Nurse

■View ☐ Edit ☐Submit

Level of Care Denied By Physician

■View ☐ Edit ☐Submit

Level of Care Approval Affirmation

■View ☐ Edit

Level of Care Decision Acknowledge

■Enabled

ICS Cost Neutrality

■Create ■List

LAH My List Query

■Clients Pending Physician Decision ■Clients LOC Expiring In 30 Days
■Clients Expired LOC ■All Redetermination in 30 days
■ All Redetermination in 60 days
■All Redetermination ■All Clients Case Program
■Appeals Without Disposition Case Program
■Applications Expired Query ■Applications Expiring In 15 Days
■Advisory Letter Expired ■Advisory Letter Expiring In 15 Days
■My Eligibility Changes

POS/POC Case Program Query

- ■In Progress Case Program
- ■Approved Case Program
- ■Denied Case Program
- ■Pending Lead Decision Case Program
- ■Pending LAHWU Decision Case Program

Other My List Query

- ■Clients Need Fiscal Intermediary Acknowledged ■ Clients Need Fiscal Intermediary Representative
- ■Clients Waiting for ATP ■Clients Pending Physician Decision
- ■Clients LOC Expiring In 30 Days ■Clients Expired LOC

Standard Assessment

■List ■View ■View Result

Standardized Screening

■List ■View

Reports

- ■LAH ICS WOA ■LAH WOA ICS Administrative ■WOA LOC Expiring Report
- ■LAH ICS Case Manager ■LAH ICS Redetermination Due
- ■LAH ICS Appeal ■LAH ICS Client Status ■LAH ICS Current Enrollee
- ■LAH ICS Nursing Home Transition ■LAH ICS Overdue Assessment Packets
- ■LAH ICS POS/POC ■LAH ICS WOA Application Status
- ■LAH ICS WOA Current Address ■LAH ICS WOA DEWS Application Expiration
- ■LAH ICS WOA QOL Survey ■LAH ICS WOA Monthly Application Status

LAHWU Intake

Client Management

■Create ■View ■Edit ■Edit Date of Death

Case Program Management

■Create ■Initial Create ■Reapply Create ■Redetermination ■Close
■Reopen ■Discard

LAHWU Intake

LAHWU Case Manager Batch Assign

■ Enabled

Program Management

■ View Tasks ■ View Summary

Level of Care Management

☐ Create ■ View (Case Program Level)

Level of Care Request

■ Create

LAH My List Query

■ Unassigned LAHWU Clients

LAHWU Read Only Staff

Client Management

☐ Create ■ View ☐ Edit ☐ Edit Date of Death

MFP Questionnaire Management

☐ Create ■ List ■ View ☐ Edit ☐ Submit ☐ Discard

Program Management

■ View Tasks ■ View Summary

Initial Screening and Referral List

☐ Create ■ View ■ List ☐ Edit ☐ Submit ☐ Discard

Referral

☐ Create ■ View ☐ List ☐ Edit ☐ Submit ☐ Discard

LAH WOA Application Summary

■ Enabled

LAHWU Read Only Staff

Freedom of Choice
☐Create ■View ■List ☐Edit ☐Submit ☐Discard

Narration Management
☐Create ■View ■List ☐Edit ☐Submit ☐Discard

Documentation Reminder Management
☐Create ■View ■List ☐Edit

Plan of Service/Plan of Care
☐Create ■View ■List ☐Revise ☐Edit ☐Edit Comment
☐Submit ☐Review ☐Decision ☐Discard

Notice of Case Activity
☐Create ■View ■List ☐Edit ☐Submit ☐Discard

LAH Assessment Packet Management
■Tasks ■View Details ■Acknowledge Details ☐Submit

AP Documentation Reminder
☐Create ■View ☐Update

LAH WOA ATP Summary
■Enabled

Pre-ATP Questionnaire Management
☐Create ■View ■List ☐ Edit ☐Submit ☐Discard

ATP Questionnaire Management
☐Create ■View ■List ☐ Edit ☐Submit ☐Discard

DEWS Summary
■Enabled

DEWS Financial Eligibility
■View ■List

DEWS Overall Decision
■View ■List ■Acknowledge Details

LAHWU Read Only Staff

DEWS MMIS Waiver Transaction Management
☐Create ■View ■List ☐ Edit ☐Submit ☐Discard

DEWS Letter Management
■View ■List

LAH WOA Appeal Management
☐Create ■View ■List ☐ Edit ☐Submit ☐Discard ☐Summary View

LAH WOA Appeal Disposition Management
☐Create ■View ☐Edit ☐Submit ☐Discard

LAH Activity Management
■List ■View

Fiscal Intermediary Authorization Request
☐View ■List ☐Edit ☐Submit ☐Discard

Fiscal Intermediary Attendant Management
☐Create ■List ☐Manage ☐View ☐Deactivate

Transition Funds Management
☐Create ■List ☐Discard

Level of Care Management
☐Create ■View (Case Program Level)

Level of Care Pending Management
☐ Create ■View ☐Submit

Level of Care Denied By Nurse
■View ☐ Edit ☐Submit

Level of Care Denied By Physician
■View ☐ Edit ☐Submit

Level of Care Approval Affirmation
■View ☐ Edit

LAHWU Read Only Staff
ICS Cost Neutrality ☐Create ■List

Fiscal Intermediary Staff
Program Management ■View Tasks ■View Summary **Fiscal Intermediary Authorization Request** ■View ■List ☐Edit ☐Submit ☐Discard ■Acknowledge **Fiscal Intermediary Attendant Management** ☐Create ■List ■Manage ■View ☐Deactivate **LAH My List Query** ■Clients Need Fiscal Intermediary Acknowledged ■Clients Need Fiscal Intermediary Representative

4. DDA User Roles

DDA Administrator
Client Management ■Create ■View ■Edit ■Edit Date of Death **Case Program Management** ■Create **My Location Management** ■Create Staff ■List Staff ■View Staff ■Edit

DDA Administrator

MFP Program Management

■My Case Program List Query ■All Active Case Program Query ■View Tasks
■Program Summary View

MFP Questionnaire Management

■Create ■List ■View ■Edit ■Submit ■Discard

MFP DDA My List Query

■All Active Case Program ■All Pending Case Program
■All Inactive Case Program

MFP DDA Batch Assign

■Enabled

MFP DDA Referral

☐Create ■View ☐Discard

MFP DDA Transition

■Create ■View ■Edit ■Discard

MFP DDA Outcome

■Create ■View ■Edit ■Submit ■Discard

MFP Housing Assistance Referral

■Create ■List ■View ■Summary View ■Edit ■Submit
■Discard

Reports

■MFP DDA ■MFP DDA Legacy ■MFP Miscellaneous

DDA Specialist

Client Management

☐Create ■View ■Edit ■Edit Date of Death

DDA Specialist
MFP Program Management ■My Case Program List Query ■All Active Case Program Query ■View Tasks ■Program Summary View **MFP Questionnaire Management** ■Create ■List ■View ■Edit ■Submit ■Discard **MFP DDA My List Query** ■All Active Case Program ■All Pending Case Program ■All Inactive Case Program **MFP DDA Referral** ☐Create ■View ☐Discard **MFP DDA Transition** ■Create ■View ■Edit ■Discard **MFP DDA Outcome** ■Create ■View ■Edit ■Submit ■Discard **MFP Housing Assistance Referral** ■Create ■List ■View ■Summary View ■Edit ■Submit ■Discard **Reports** ■Case Manger Reports ■MFP Miscellaneous

5. ScQOL User Roles

ScQOL Survey Administrator
My Location Management ■Create Staff ■List Staff ■View Staff ■Edit **Program Management** ■View Tasks ■View Summary **MFP QOL My List Query** ■My Case Programs ■All Active Case Programs

ScQOL Survey Administrator
ScQoL Management ■View Summary ■View Baseline ■Edit Baseline ■Discard Baseline ■View Year One ■Edit Year One ■Discard Year One ■View Year Two ■Edit Year Two ■Discard Year Two ■Action Discard ■Action Submit **Reports** ■MFP Quality of Life ■MFP Miscellaneous

6. MDoD User Roles

MDoD Administrator
Client Management ■Create ■View ■Edit ■Edit Date of Death **Peer Profile Management** ■Create ■View ■Edit **Staff Management** ■Create ■View ■Edit **Case Program Management** ■Create ☐Initial Create ☐Reapply Create ☐Redetermination ■Close ■Reopen ☐Discard **My Location Management** ■Create Staff ■List Staff ■View Staff ■Edit **MFP Program Management** ■My Case Program List Query ■All Active Case Program Query ■View Tasks ■Program Summary View **Nursing Facility List** ■View **MFP Residential Contact Management**

MDoD Administrator
■Create ■List ■View ■Edit ■Submit ■Discard
MFP Non-Residential Contact Management
■Create ■List ■View ■Edit ■Submit ■Discard
MFP Ongoing Peer Support Referral
■Create ■List ■View ■Summary View ■Edit ■Submit ■Discard
MFP Ongoing Peer Support Assessment
■Create ■List ■View ■Edit ■Submit ■Discard
MFP Ongoing Peer Support Outcome
■Create ■View ■Edit ■Submit ■Discard
MFP Ongoing Peer Support Reassessment
■Create ■View ■List ■Edit ■Submit ■Discard
MFP Ongoing Peer Support Reassessment Outcome
■Create ■View ■Edit ■Submit ■Discard
MFP Ongoing Peer Support Activity Management
■List ■View
Reports
■ MFP Legacy Peer Outreach ■MFP Miscellaneous ■ MFP Legacy Peer Outreach Activity ■MFP Peer Support

7. MDoA User Role

MDoA Administrator
Client Management
■Create ■View ■Edit ■Edit Date of Death
Peer Profile Management
■Create ■View ■Edit

MDoA Administrator

Staff Management

■Create ■View ■Edit

Case Program Management

■Create ■Initial Create ■Reapply Create ■Redetermination ■Close
■Reopen ■Discard

Dashboard Statistics and Charts Overviews

■LAH WOA Dashboard Access (Case Manager Level)
■MDoA Dashboard Access

My Location Management

■Create Staff ■List Staff ■View Staff ■Edit

MFP Program Management

■My Case Program List Query ■All Active Case Program Query ■View Tasks
■Program Summary View

MFP Questionnaire Management

■Create ■List ■View ■Edit ■Submit ■Discard

Flexible Funds

■Create ■List ■Edit ■Discard

MFP Peer Mentoring Management

■List ■View Summary

MFP Peer Mentoring Referral

■Create ■View ■Edit ■Submit ■Discard

MFP Options Counseling

■Create ■List ■View ■Edit ■Submit ■Discard
■View Summary

MFP Options Counseling Referral

■Create ■View ■Close ■Discard

MFP Options Counseling Application Assistance

■Create ■View ■Edit ■Submit ■Discard

MDoA Administrator

MFP Housing Assistance Referral

■Create ■List ■View ■Summary View ■Edit ■Submit ■Discard

Program Management

■View Tasks ■View Summary

Initial Screening and Referral List

■Create ■View ■List ■Edit ■Submit ■Discard

Initial Meeting

■Create ■View ■List ■Edit ■Submit

Freedom of Choice

■Create ■View ■List ■Edit ■Submit ■Discard

Narration Management

■Create ■View ■List ■Edit ■Submit ■Discard

Documentation Reminder Management

■Create ■View ■List ■Edit

Application Packet Management

■Create ■View ■List ■Edit

Plan of Service/Plan of Care

■Create ■View ■List ■Revise ■Edit ■Edit Comment ■Submit ■Review ■Decision ■Discard

Notice of Case Activity

■Create ■View ■List ■Edit ■Submit ■Discard

LAH WOA ATP Summary

■Enabled

Certification of Technical/Medical Eligibility

■Create ■View ■List ■ Edit ■Submit ■Discard

ATP Questionnaire Management

■Create ■View ■List ■ Edit ■Submit ■Discard

MDoA Administrator

DEWS Summary
■Enabled

DEWS Financial Eligibility
■View ■List

DEWS Overall Decision
■View ■List ■Acknowledge Details

DEWS MMIS Waiver Transaction Management
■Create ■View ■List ■ Edit ■Submit ■Discard

DEWS Letter Management
■View ■List

LAH WOA Appeal Management
■Create ■View ■List ■ Edit ■Submit ■Discard ■Summary View

LAH WOA Appeal Disposition Management
■Create ■View ■Edit ■Submit ■Discard

LAH Activity Management
■List ■View

Transition Funds Management
■Create ■List ■Discard

AERS Assessment View
■ Client Level ■Case Program Level

AERS Assessment Request
■ Create

AERS Assessment
☐Create ■View ☐Edit ☐Edit End Date ☐Submit ☐Discard

AERS Plan of Care
☐Create ■View ☐Edit ☐Edit End Date ☐Submit ☐Discard

MDoA Administrator

Level of Care Request

■ Create

Level of Care View

☐ Client Level ■ Case Program Level

Level of Care Management

☐ Create ■ View

Level of Care Pending Management

☐ Create ■ View ☐ Submit

Level of Care Denied By Nurse

■ View ☐ Edit ☐ Submit

Level of Care Denied By Physician

■ View ☐ Edit ☐ Submit

Level of Care Approval Affirmation

■ View ☐ Edit

WOA My List Query

■ Enabled

WOA All Redetermination

■ Due in 30 days or less ■ Due in 60 days or less ■ Overdue Clients

WOA Clients LOC Management

■ LOC Expired in 30 days or less ■ Pending Physician Decision ■ Expired LOC Clients
■ WOA Appeals Without Disposition Case Program ■ WOA Applications Expired
■ WOA Applications Expiring In 15 Days ■ WOA Advisory Letter Expired
■ WOA Advisory Letter Expiring In 15 Days

POS/POC Case Program Query

■ Pending Coordinator Decision ■ Pending MDOA Decision ■ Expired LOC Clients
■ In Progress ■ Approved ■ Denied ■ Pending Lead Decision
■ Pending LAH WU Decision

Other Clients Query

■ Pending Physician Decision ■ LOC Expiring In 30 Days ■ Expired LOC Clients

MDoA Administrator

Standardized Screening Management

■View ■List

Standard Assessment

■List ■View ■View Results

Reports

■MFP Legacy Application Assistance ■MFP Legacy Case Management Invoice
■MFP Legacy Case Management Clients Flagged ■MFP Legacy Peer Outreach
■MFP Legacy Program Education ■MFP Legacy Program Education Information Provided
■MFP Option Counseling ■MFP Option Counseling Summary Of Information Provided
■MFP Miscellaneous ■WOA ■WOA Contribution Care ■WOA Current Enrollee
■WOA Expiring LOC ■LAH ICS WOA Application Status
■LAH ICS WOA Case Management Invoice ■LAH ICS WOA Current Address
■LAH ICS WOA DEWS Application Expiration ■LAH ICS WOA Monthly
■LAH ICS WOA Monthly Application Status

MDoA Supervisor

Client Management

■Create ■View ■Edit ■Edit Date of Death

Case Program Management

■Create ■Initial Create ■Reapply Create ■Redetermination ■Close
■Reopen ■Discard

Dashboard Statistics and Charts Overviews

■LAH WOA Dashboard Access (Case Manager Level)
■MDoA Dashboard Access

MFP Program Management

☐My Case Program List Query ☐All Active Case Program Query ■View Tasks
■Program Summary View

MFP Peer Mentoring Management

■List ■View Summary

MDoA Supervisor

MFP Peer Mentoring Referral
■Create ■View ■Edit ■Submit ■Discard

MFP Questionnaire Management
■Create ■List ■View ■Edit ■Submit ■Discard

Program Management
■View Tasks ■View Summary

Initial Screening and Referral List
■Create ■View ■List ■Edit ■Submit ■Discard

LAH WOA Application Summary
■Enabled

Initial Meeting
■Create ■View ■List ■Edit ■Submit

Freedom of Choice
■Create ■View ■List ■Edit ■Submit ■Discard

Narration Management
■Create ■View ■List ■Edit ■Submit ■Discard

Documentation Reminder Management
■Create ■View ■List ■Edit

Application Packet Management
☐Create ■View ■List ☐Edit

Plan of Service/Plan of Care
☐Create ■View ■List ■Revise ☐Edit ■Edit Comment
☐Submit ■Review ■Decision ☐Discard

Notice of Case Activity
■Create ■View ■List ■Edit ■Submit ■Discard

LAH WOA ATP Summary
■Enabled

MDoA Supervisor

Certification of Technical/Medical Eligibility
■Create ■View ■List ■ Edit ■Submit ■Discard

ATP Questionnaire Management
■Create ■View ■List ■ Edit ■Submit ■Discard

DEWS Summary
■Enabled

DEWS Financial Eligibility
■View ■List

DEWS Overall Decision
■View ■List ■Acknowledge Details

DEWS MMIS Waiver Transaction Management
☐Create ■View ■List ☐Edit ☐Submit ☐Discard

DEWS Letter Management
■View ■List

LAH WOA Appeal Management
☐Create ■View ■List ☐ Edit ☐Submit ☐Discard
☐Summary View ■Disposition View

LAH Activity Management
■List ■View

Transition Funds Management
■Create ■List ■Discard

AERS Assessment View
☐Client Level ■Case Program Level

AERS Assessment Request
■ Create

AERS Assessment
☐Create ■View ☐Edit ☐Edit End Date ☐Submit ☐Discard

MDoA Supervisor

AERS Plan of Care
☐Create ■View ☐Edit ☐Edit End Date ☐Submit ☐Discard

Level of Care Request
■ Create

Level of Care View
☐ Client Level ■Case Program Level

Level of Care Management
☐Create ■View

Level of Care Pending Management
☐ Create ■View ☐Submit

Level of Care Denied By Nurse
■View ☐ Edit ☐Submit

Level of Care Denied By Physician
■View ☐ Edit ☐Submit

Level of Care Approval Affirmation
■View ☐ Edit

WOA My List Query
■Enabled

WOA All Redetermination
■Due in 30 days or less ■Due in 60 days or less ■Overdue Clients

WOA Clients LOC Management
■LOC Expired in 30 days or less ■Pending Physician Decision ■Expired LOC Clients
■ WOA Appeals Without Disposition Case Program ■ WOA Applications Expired
■ WOA Applications Expiring In 15 Days ■ WOA Advisory Letter Expired
■ WOA Advisory Letter Expiring In 15 Days

POS/POC Case Program Query
■Pending Coordinator Decision ■Pending MDOA Decision ■Expired LOC Clients
■ In Progress ■ Approved ■ Denied ■ Pending Lead Decision

MDoA Supervisor

■ Pending LAH WU Decision

Other Clients Query

■Pending Physician Decision ■LOC Expiring In 30 Days ■Expired LOC Clients

Standardized Screening Management

■View ■List

Standard Assessment

■List ■View ■View Results

Reports

■MFP Legacy Application Assistance ■MFP Legacy Case Management Invoice
■MFP Legacy Case Management Clients Flagged ■MFP Legacy Peer Outreach
■MFP Legacy Program Education ■MFP Legacy Program Education Information Provided
■MFP Option Counseling ■MFP Option Counseling Summary Of Information Provided
■MFP Miscellaneous ■WOA ■WOA Contribution Care ■WOA Current Enrollee
■WOA Expiring LOC ■LAH ICS WOA Application Status
■LAH ICS WOA Case Management Invoice ■LAH ICS WOA Current Address
■LAH ICS WOA DEWS Application Expiration ■LAH ICS WOA Monthly
■LAH ICS WOA Monthly Application Status

.

MDoA Case Manager

Client Management

■Create ■View ■Edit ■Edit Date of Death

Case Program Management

■Create ■Initial Create ■Reapply Create ■Redetermination ■Close
■Reopen ■Discard

Dashboard Statistics and Charts Overviews

■LAH WOA Dashboard Access (Case Manager Level)

MFP Program Management

☐My Case Program List Query ☐All Active Case Program Query ■View Tasks
■Program Summary View

MDoA Case Manager

MFP Peer Mentoring Management
■List ■View Summary

MFP Peer Mentoring Referral
■Create ■View ■Edit ■Submit ■Discard

MFP Questionnaire Management
■Create ■List ■View ■Edit ■Submit ■Discard

Program Management
■View Tasks ■View Summary

Initial Screening and Referral List
■Create ■View ■List ■Edit ■Submit ■Discard

LAH WOA Application Summary
■Enabled

Initial Meeting
■Create ■View ■List ■Edit ■Submit

Freedom of Choice
■Create ■View ■List ■Edit ■Submit ■Discard

Narration Management
■Create ■View ■List ■Edit ■Submit ■Discard

Documentation Reminder Management
■Create ■View ■List ■Edit

Application Packet Management
☐Create ■View ■List ☐Edit

Plan of Service/Plan of Care
☐Create ■View ■List ☐Revise ☐Edit ■Edit Comment
☐Submit ■Review ■Decision ☐Discard

Notice of Case Activity
■Create ■View ■List ■Edit ■Submit ■Discard

MDoA Case Manager

LAH WOA ATP Summary
■Enabled

Certification of Technical/Medical Eligibility
■Create ■View ■List ■ Edit ■Submit ■Discard

ATP Questionnaire Management
■Create ■View ■List ■ Edit ■Submit ■Discard

DEWS Summary
■Enabled

DEWS Financial Eligibility
■View ■List

DEWS Overall Decision
■View ■List ■Acknowledge Details

DEWS MMIS Waiver Transaction Management
☐Create ■View ■List ☐Edit ☐Submit ☐Discard

DEWS Letter Management
■View ■List

LAH WOA Appeal Management
☐Create ■View ■List ☐ Edit ☐Submit ☐Discard
■Summary View ■Acknowledge ■Disposition View ■Disposition Acknowledge

LAH Activity Management
■List ■View

Transition Funds Management
■Create ■List ■Discard

AERS Assessment View
☐Client Level ■Case Program Level

AERS Assessment Request
■ Create

MDoA Case Manager

AERS Assessment

☐Create ■View ☐Edit ☐Edit End Date ☐Submit ☐Discard

AERS Plan of Care

☐Create ■View ☐Edit ☐Edit End Date ☐Submit ☐Discard

Level of Care Request

■ Create

Level of Care View

☐ Client Level ■Case Program Level

Level of Care Management

☐Create ■View

Level of Care Pending Management

☐ Create ■View ☐Submit

Level of Care Denied By Nurse

■View ☐ Edit ☐Submit

Level of Care Denied By Physician

■View ☐ Edit ☐Submit

Level of Care Approval Affirmation

■View ☐ Edit

WOA My List Query

■Enabled

WOA All Redetermination

■Due in 30 days or less ■Due in 60 days or less ■Overdue Clients

WOA Clients LOC Management

■LOC Expired in 30 days or less ■Pending Physician Decision ■Expired LOC Clients
■ WOA Appeals Without Disposition Case Program ■ WOA Applications Expired
■ WOA Applications Expiring In 15 Days ■ WOA Advisory Letter Expired
■ WOA Advisory Letter Expiring In 15 Days ■WOA All Clients

MDoA Case Manager

POS/POC Case Program Query

■Pending Coordinator Decision ■Pending MDOA Decision ■Expired LOC Clients
■ In Progress ■ Approved ■ Denied ■ Pending Lead Decision
■ Pending LAH WU Decision

Other Clients Query

■Pending Physician Decision ■LOC Expiring In 30 Days ■Expired LOC Clients

Standardized Screening Management

■View ■List

Standard Assessment

■List ■View ■View Results

Reports

■MFP Legacy Application Assistance ■MFP Legacy Case Management Invoice
■MFP Legacy Case Management Clients Flagged ■MFP Legacy Peer Outreach
■MFP Legacy Program Education ■MFP Legacy Program Education Information Provided
■MFP Option Counseling ■MFP Option Counseling Summary Of Information Provided
■MFP Miscellaneous ■WOA ■WOA Contribution Care ■WOA Current Enrollee
■WOA Expiring LOC ■LAH ICS WOA Application Status
■LAH ICS WOA Case Management Invoice ■LAH ICS WOA Current Address
■LAH ICS WOA DEWS Application Expiration ■LAH ICS WOA Monthly
■LAH ICS WOA Monthly Application Status

MDoA Intake

Case Program Management

■Create ■Initial Create ☐Reapply Create ☐Redetermination ■Close
■Reopen ☐Discard

WOA My List Query

■Enabled

Standardized Screening Management

■View ■List

MDoA Intake
Standard Assessment ■List ■View ■View Results

8. DEWS User Roles

DEWS Administrator
Client Management ☐Create ■View ■Edit ☐Edit Date of Death **My Location Management** ■Create Staff ■List Staff ■View Staff ■Edit **MFP Questionnaire Management** ☐Create ■List ■View ☐Edit ☐Submit ☐Discard **LAH DEWS Case Manager Batch Assign** ■Enabled **WOA DEWS Case Manager Batch Assign** ■Enabled **Program Management** ■View Tasks ■View Summary **Case Program Redetermination Due Date** ■Edit **LAH WOA Application Summary** ■Enabled **Freedom of Choice** ☐Create ■View ■List ☐Edit ☐Submit ☐Discard **Documentation Reminder Management** ☐Create ■View ■List ☐Edit

DEWS Administrator

Notice of Case Activity

■Create ■View ■List ■Edit ■Submit ■Discard

LAH WOA ATP Summary

■Enabled

Certification of Technical/Medical Eligibility

☐Create ■View ■List ☐Edit ☐Submit ☐Discard

ATP Questionnaire Management

☐Create ■View ■List ☐Edit ☐Submit ☐Discard

DEWS Summary

■Enabled

DEWS Financial Eligibility

■Create ■View ■List ■Edit ■Submit ■Reverse

DEWS Overall Decision

■Create ■View ■List ■Edit ■Submit ■Discard ■Acknowledge Details

DEWS MMIS Waiver Transaction Management

■Create ■View ■List ■Edit ■Submit ■Discard

DEWS Letter Management

■Create ■View ■List ■Copy ■Discard

LAH WOA Appeal Management

■View ■List ■Edit ■Disposition View ■Summary View

LAH My List Query

■Enabled

LAH Unassigned DEWS Clients Query

■Enabled

LAH All Redetermination

■Due in 30 days or less ■Due in 60 days or less ■Overdue Clients

LAH Unassigned DEWS Clients Query

DEWS Administrator

■ Enabled

LAH Clients LOC Management

■ LAH Appeals Without Disposition Case Program ■ LAH Applications Expired
■ LAH Applications Expiring In 15 Days ■ LAH Advisory Letter Expired
■ LAH Advisory Letter Expiring In 15 Days

WOA All Redetermination

■ Due in 30 days or less ■ Due in 60 days or less ■ Overdue Clients

WOA Clients LOC Management

■ WOA All Clients Case Program ■ WOA Unassigned DEWS Clients ■ Expired LOC Clients
■ WOA Appeals Without Disposition Case Program ■ WOA Applications Expired
■ WOA Applications Expiring In 15 Days ■ WOA Advisory Letter Expired
■ WOA Advisory Letter Expiring In 15 Days

Reports

■ WOA Current Enrollee ■ LAH ICS Case Manager ■ LAH ICS Redetermination Due
■ LAH ICS Appeal ■ LAH ICS Current Enrollee ■ LAH ICS WOA Current Address
■ LAH ICS WOA DEWS Application Expiration ■ LAH ICS WOA Monthly Application Status

DEWS Supervisor

Case Program

■ Re Open

Client Management

☐ Create ■ View ■ Edit ☐ Edit Date of Death

Assignments

■ Enabled

MFP Questionnaire

■ List ■ View

LAH Dews Case Manager

■ Batch Assign

DEWS Supervisor

WOA Dews Case Manager
■ Batch Assign

Program Management
■ View Task ■ View Summary

Case Program Redetermination Due Dates
■Edit

LAH WOA Application
■View Summary

Freedom Of Choice
■List ■View

Documentation Reminder
■List ■View

Notice Of Case Activity
■List ■View

LAH WOA ATP
■View Summary

Cert Med Tech Eligible
■List ■View

ATP Questionnaire
■List ■View

Dews
■View Summary

Dews Financial Eligibility
■List ■View ■Create ■Edit ■Submit ■Reverse

Dews Overall Decision
■List ■View ■Create ■Edit ■Submit ■Discard

DEWS Supervisor

Dews Overall Decision Acknowledge

■ View Details

Dews MMIS Waiver Transaction

■List ■View ■Create ■Edit ■Submit ■Discard

Dews Letter

■List ■View ■Create ■Copy ■Discard

LAH WOA Appeal

■List ■View ■View Summary ■View Disposition

LAH My List Query

■Enabled

LAH Dews Clients Query

■Unassigned

LAH All Redetermination Query

■30 Case Program Query ■60 Case Program Query ■Case Program Query

■ LAH Appeals Without Disposition

LAH Applications Query

■Expired ■Expiring In 15 Days

LAH Advisory Letter Query

■Expired ■Expiring In 15 Days

WOA My List Query

■Enabled

WOA Dews Clients Query

■Unassigned

WOA All Redetermination Query

■30 Case Program Query ■60 Case Program Query ■Case Program Query

■WOA Appeals Without Disposition

WOA Applications Query

■Expired ■Expiring In 15 Days

DEWS Supervisor

WOA Advisory Letter Query
■Expired ■Expiring In 15 Days

Report Folders LAH ICS WOA
■Enabled

Case Manager Reports
■View

WOA Reports
■Current Enrollee

LAH ICS Reports
■Case Manager ■Redetermination Due ■Appeal ■Current Enrollee

LAH ICS WOA Reports
■Current Address ■DEWS Application Expiration ■Monthly Application Status

DEWS Eligibility Case Manager

Case Program
■ Re Open

Client Management
☐Create ■View ■Edit ☐Edit Date of Death

MFP Questionnaire
■ List ■View

Program Management
■ View Task ■ View Summary

Case Program Redetermination Due Dates
■Edit

DEWS Eligibility Case Manager

LAH WOA Application
■View Summary

Freedom Of Choice
■List ■View

Documentation Reminder
■List ■View

Notice Of Case Activity
■List ■View ■Acknowledge

LAH WOA ATP
■View Summary

Cert Med Tech Eligible
■List ■View

ATP Questionnaire
■List ■View ■Acknowledge

Dews
■View Summary

Dews Financial Eligibility
■List ■View ■Create ■Edit ■Submit ■Reverse

Dews Overall Decision
■List ■View ■Create ■Edit ■Submit ■Discard ■ Acknowledge details

Dews MMIS Waiver Transaction
■List ■View ■Create ■Edit ■Submit ■Discard

Dews Letter
■List ■View ■Create ■Copy ■Discard

LAH WOA Appeal
■List ■View ■View Summary ■Acknowledge ■View Disposition ■Disposition Acknowledge

DEWS Eligibility Case Manager

LAH My List Query

■Enabled ■All Clients

LAH Dews Clients Query

■Unassigned

LAH All Redetermination Query

■30 Case Program Query ■60 Case Program Query ■Case Program Query

■ LAH Appeals Without Disposition

LAH Applications Query

■Expired ■Expiring In 15 Days

LAH Advisory Letter Query

■Expired ■Expiring In 15 Days

LAH Program Query

■My Eligibility Changes

WOA My List Query

■Enabled ■ All Clients

WOA Dews Clients Query

■Unassigned

WOA All Redetermination Query

■30 Case Program Query ■60 Case Program Query ■Case Program Query

■WOA Appeals Without Disposition

WOA Applications Query

■Expired ■Expiring In 15 Days

WOA Advisory Letter Query

■Expired ■Expiring In 15 Days

WOA Program Query

■My Eligibility Changes

Report Folders LAH ICS WOA

DEWS Eligibility Case Manager

■Enabled

Case Manager Reports

■View

LAH ICS Reports

■Case Manager ■Redetermination Due ■Appeal ☐Current Enrollee

LAH ICS WOA Reports

☐Current Address ■DEWS Application Expiration ☐Monthly Application Status

DEWS Intake

Case Program

■ Re Open

Client Management

☐Create ■View ■Edit ☐Edit Date of Death

Assignments

■ Enabled

LAH Dews Case Manager

■ Batch Assign

WOA Dews Case Manager

■ Batch Assign

LAH My List Query

■Enabled

LAH Dews Clients Query

■Unassigned

LAH Applications Query

■Expired ■Expiring In 15 Days

LAH Advisory Letter Query

DEWS Intake
■Expired ■Expiring In 15 Days **WOA My List Query** ■Enabled **WOA Dews Clients Query** ■Unassigned **WOA Applications Query** ■Expired ■Expiring In 15 Days **WOA Advisory Letter Query** ■Expired ■Expiring In 15 Days

9. MAPC User Roles

MAPC Nurse Case Coordinator
Case Program ■ Re Open ■Create ■Close ■Discard **Client Management** ■Create ■View ■Edit ☐Edit Date of Death **MAPC** ■Tasks View **MAPC Program** ■View Summary **MAPC Program** ■Assign **MAPC My Case Program Query** ■**List** **MAPC Program Query** ■All Active Case

MAPC Nurse Case Coordinator

MAPC Case Program Query
■Unassigned

MAPC Pending Assessment Query
■Certification ■Authorization

MAPC Assessment
■View ■Create ■Edit ■Submit ■Certify ■Authorize ■Discard ■ Certification Edit
■ Authorization Edit ■Certification View ■Authorization View

MAPC Plan Of Care
■Create ■View ■Edit ■Sign Off ■Discard ■End Date Edit

MAPC Termination
■Create ■View ■Edit ■Submit

MAPC Attachment
■View ■Download ■Upload ■Delete

MAPC Nurse Case Monitor

Client Management
■Create ■View ■Edit

Case Program Management
■Create ☐Initial Create ☐Reapply Create ☐Redetermination ■Close
■Reopen ■Discard

MAPC
■Tasks View

MAPC Program
■View Summary

MAPC My Case Program Query
■**List**

MAPC Nurse Case Monitor

MAPC Program Query
■All Active Case ■My Active Case

MAPC Case Program Query
■Unassigned

MAPC Pending Assessment Query
■Certification ■Authorization

MAPC Assessment
■View ■Create ■Edit ■Submit ■Certify ■Authorize ■Discard ■
Certification Edit ☐ Authorization Edit ■Certification View
■Authorization View

MAPC Plan Of Care
■Create ■View ■Edit ■Sign Off ■Discard ■End Date Edit

MAPC Termination
■Create ■View ■Edit ■Submit

MAPC Attachment
■View ■Download ■Upload ■Delete

MAPC Data Entry Person

Client Management
☐Create ■View ☐Edit

Case Program Management
■Create ☐Initial Create ☐Reapply Create ☐Redetermination ■Close
■Reopen ■Discard

MAPC
■Tasks View

MAPC Data Entry Person
MAPC Program ■View Summary **MAPC My Case Program Query** ■**List** **MAPC Program Query** ■All Active Case ☐My Active Case **MAPC Case Program Query** ■Unassigned **MAPC Pending Assessment Query** ■Certification ■Authorization **MAPC Assessment** ■View ■Create ■Edit ■Submit ☐Certify ☐Authorize ■Discard ☐ Certification Edit ☐ Authorization Edit ■Certification View ■Authorization View **MAPC Plan Of Care** ■Create ■View ■Edit ■Sign Off ■Discard ■End Date Edit **MAPC Termination** ■Create ■View ■Edit ■Submit **MAPC Attachment** ■View ■Download ■Upload ■Delete

10. AERS User Roles

AERS Administrator
Client Management ■Create ■View ■Edit **Assignments** ■ Enabled

AERS Administrator

AERS Case Manager
■ Batch Assign

Program Management
■ View Task ■ View Summary

Client Level AERS Assessment
■View

Case Program Level AERS Assessment
■View

AERS Assessment
■View ■Create ■Edit ■Submit ■End Date Edit ■Discard

AERS Plan Of Care
■Create ■View ■Edit ☐Sign Off ■Submit ■Discard
■End Date Edit

Level of Care Request
■Create

Client Level Level of Care
■View

Case Program Level Level of Care
■View

Level of Care
■View

Level of Care Pending
■View

Level of Care
■Denied By Nurse View ■Denied By Physician View ■Approval Affirmation View

Dews
■View Summary

AERS Administrator

Dews Overall Decision
■List ■View ■Create ■Edit ■Submit ■Discard

Dews Overall Decision Acknowledge
■ View Details

LAH My List Query
■Enabled ☐All Clients

LAH All Redetermination Query
■30 Case Program Query ■60 Case Program Query ■Case Program Query

LAH Clients LEVEL OF CARE
■Expiring In 30 Days ■Expired ■Unassigned

WOA My List Query
■Enabled ■All Clients

WOA All Redetermination Query
■30 Case Program Query ■60 Case Program Query ■Case Program Query

WOA Clients LEVEL OF CARE
■Expiring In 30 Days ■Expired ■Unassigned

Other Clients Query
■Pending Physician Decision ■LEVEL OF CARE Expiring In 30 Days ■Expired LEVEL OF CARE Clients

Pre-Screening Management
■Create ■View ■List ■ Edit ■Submit ■Discard

Standardized Screening Management
■View ■List ■Discard ■Edit ■Create

Standardized Screening Result
■Create ■Edit ■View ■List

Standard Assessment

AERS Administrator

■List ■Edit ■View ■Assignment ■Create Discard ■Prepare Offline ■Cancel Offline ■ ■View Results

Reports

■LAH ICS WOA ■Admin ■WOA Expiring LEVEL OF CARE ■LAH ICS Redetermination Due

AERS Supervisor

Client Management

☐Create ■View ☐ Edit

Assignments

■ Enabled

AERS Case Manager

■ Batch Assign

Program Management

■ View Task ■ View Summary

Client Level AERS Assessment

■View

Case Program Level AERS Assessment

■View

AERS Assessment

■View ■Create ■Edit ■Submit ■End Date Edit ■Discard

AERS Plan Of Care

■Create ■View ■Edit ☐Sign Off ■Submit ■Discard ■End Date Edit

Level of Care Request

■Create

Client Level Level of Care

■View

AERS Supervisor

Case Program Level Level of Care
■View

Level of Care
■View

Level of Care Pending
■View

Level of Care
■Denied By Nurse View ■Denied By Physician View ■Approval Affirmation View

Dews
■View Summary

Dews Overall Decision
■List ■View ■Create ■Edit ■Submit ■Discard

Dews Overall Decision Acknowledge
■ View Details

LAH My List Query
■Enabled ■All Clients

LAH All Redetermination Query
■30 Case Program Query ■60 Case Program Query ■Case Program Query

LAH Clients LEVEL OF CARE
■Expiring In 30 Days ■Expired ■Unassigned

WOA My List Query
■Enabled ■All Clients

WOA All Redetermination Query
■30 Case Program Query ■60 Case Program Query ■Case Program Query

WOA Clients LEVEL OF CARE
■Expiring In 30 Days ■Expired ■Unassigned

AERS Supervisor

Other Clients Query

■Pending Physician Decision ■LEVEL OF CARE Expiring In 30 Days ■Expired LEVEL OF CARE Clients

Pre-Screening Management

■Create ■View ■List ■ Edit ■Submit ■Discard

Screening Request

■Create

Standardized Screening Management

■View ■List

Standardized Screening Result

■Create ■Edit ■View ■List

Standard Assessment

■List ■Edit ■View ■View Results ■Assignment ■Create ■Discard ■Prepare Offline ■Cancel Offline ■Save ■Submit

Reports

■LAH ICS WOA ■Admin ■WOA Expiring LEVEL OF CARE ■LAH ICS Redetermination Due

AERS Clinician

Client Management

■Create ■View ■Edit

Program Management

■ View Task ■ View Summary

Client Level AERS Assessment

■View

Case Program Level AERS Assessment

■View

AERS Clinician

AERS Assessment
■View ■Create ■Edit ■Submit ■End Date Edit ■Discard

AERS Plan Of Care
■Create ■View ■Edit ☐Sign Off ■Submit ■Discard
■End Date Edit

Level of Care Request
■Create

Client Level Level of Care
■View

Case Program Level Level of Care
■View

Level of Care
■View

Level of Care Pending
■View

Level of Care
■Denied By Nurse View ■Denied By Physician View ■Approval Affirmation View

Dews
■View Summary

Dews Overall Decision Acknowledge
■ View Details ■Acknowledge

LAH My List Query
■Enabled ■All Clients

LAH My Redetermination Query
■30 Case Program Query ■60 Case Program Query ■Case Program Query

LAH Clients Query

AERS Clinician

■Pending Physician Decision

LAH Clients LEVEL OF CARE

■Expiring In 30 Days ■Expired ☐Unassigned

WOA My List Query

■Enabled ■All Clients

WOA My Redetermination Query

■30 Case Program Query ■60 Case Program Query ■Case Program Query

WOA Clients LEVEL OF CARE

■Expiring In 30 Days ■Expired ☐Unassigned

Other Clients Query

■Pending Physician Decision ■LEVEL OF CARE Expiring In 30 Days ■Expired LEVEL OF CARE Clients

■Request Assessment or POC

Pre-Screening Management

■Create ■View ■List ■ Edit ■Submit ■Discard

Standardized Screening Management

■Create ■View ■List ■Edit ■Discard

Standardized Screening Result

■Create ■Edit ■View ■List

Standard Assessment

■Create ■Edit ■View ■View Results ■Discard ■Prepare Offline ■Save ■Submit

Reports

■LAH ICS WOA ■Case Manager ■WOA Expiring LEVEL OF CARE ■LAH ICS Redetermination Due

AERS Intake

Client Management

■Create ■View ■Edit

AERS Intake

Assignments
■ Enabled

AERS Case Manager
■ Batch Assign

Client Level AERS Assessment
■View

Case Program Level AERS Assessment
■View

AERS Assessment
■View ☐Create ☐Edit ☐Submit ☐End Date Edit ☐Discard

AERS Plan Of Care
☐Create ■View ☐Edit ☐Sign Off ☐Submit ☐Discard
☐End Date Edit

Level of Care Request
■Create

Client Level Level of Care
■View

Case Program Level Level of Care
■View

Level of Care
■View

Level of Care Pending
■View

Level of Care
■Denied By Nurse View ■Denied By Physician View ■Approval Affirmation View

LAH My List Query

AERS Intake
■Enabled ☐All Clients ■Unassigned **LAH All Redetermination Query** ■30 Case Program Query ■60 Case Program Query ■Case Program Query **LAH Clients LEVEL OF CARE** ■Expiring In 30 Days ■Expired ■Unassigned Acers Clients **WOA My List Query** ■Enabled ■Unassigned Clients **Pre-Screening Management** ■Create ■View ■List ■ Edit ■Submit ■Discard **Screening Request** ■Create **Standardized Screening Management** ■View ■List ☐Discard ☐Edit ☐Create **Standardized Screening Result** ■Create ■Edit ■View ■List **Standard Assessment** ■List ☐Edit ■View ■Assignment ☐Create Discard ☐Prepare Offline ☐Cancel Offline ■View Results

11. UCA User Roles

UCA Administrator
Assignments ■ Enabled **My Level of Creation Management** ■Staff List ■Staff View ■Staff Create ■Edit **UCA Case Manager** ■ Batch Assign

UCA Administrator

Program Management
■ View Task ■ View Summary

AERS Assessment Request
■Create

Client Level AERS Assessment
■View

Case Program Level AERS Assessment
■View

AERS Assessment
■View

AERS Plan Of Care
☐Create ■View ☐Edit ☐Sign Off ☐Submit ☐Discard
☐End Date Edit

Client Level Level of Care
■View

Case Program Level Level of Care
■View

Level of Care
■View ■Create ■Discard

Level of Care Pending
■View ■Submit ■Edit

Level of Care
■Denied By Nurse View ■Denied by Nurse Submit
■Denied by Nurse Edi t ☐Denied By Physician View
■Approval Affirmation View ■ Approval Affirmation Edit

LAH My List Query
■Enabled ■All Clients

UCA Administrator

LAH Clients LEVEL OF CARE

■Expiring In 30 Days ■Expired ■Unassigned UCA Clients ■Pending Physician Decision

WOA My List Query

■Enabled ■All Clients

WOA Clients LEVEL OF CARE

■Expiring In 30 Days ■Expired ■Unassigned ■Pending Physician Decision

Other Clients Query

■Pending Physician Decision ■LEVEL OF CARE Expiring In 30 Days

■Expired LEVEL OF CARE Clients

Other My List Query

■Enabled

Reports

■LAH ICS WOA ■Admin ■WOA Expiring LEVEL OF CARE

☐LAH ICS Redetermination Due

UCA Nurse

Client Management

☐Create ■View ☐ Edit

Program Management

■ View Task ■ View Summary

Client Level AERS Assessment

■View

Case Program Level AERS Assessment

■View

AERS Assessment Request

■Create

AERS Assessment

UCA Nurse

■View

AERS Plan Of Care
☐Create ■View

Client Level Level of Care
■View

Case Program Level Level of Care
■View

Level of Care
■View ■Create ■Discard

Level of Care Pending
■View ■Submit ■Edit

Level of Care
■Denied By Nurse View ■Denied by Nurse Submit ■Denied by Nurse Edit ☐Denied By Physician View ■Approval Affirmation View ■ Approval Affirmation Edit ■Decision Acknowledge

LAH My List Query
■Enabled ■All Clients

LAH Clients LEVEL OF CARE
■Expiring In 30 Days ■Expired ■Pending Physician Decision

WOA My List Query
■Enabled ■All Clients

WOA Clients LEVEL OF CARE
■Expiring In 30 Days ■Expired ■ Pending Physician Decision

Other Clients Query
■Pending Physician Decision ■LEVEL OF CARE Expiring In 30 Days ■Expired LEVEL OF CARE Clients

Standardized Screening Management
■View ■List

Standard Assessment

UCA Nurse

■List ☐Edit ■View ■View Results ☐Assignment ☐Create ☐Discard ☐Prepare Offline ☐Cancel Offline ☐Save ☐Submit

Reports

■LAH ICS WOA ☐Admin ■WOA Expiring LEVEL OF CARE ■Case Manager

UCA Physician

Client Management

☐Create ■View ☐ Edit

Program Management

■ View Task ■ View Summary

Client Level AERS Assessment

■View

Case Program Level AERS Assessment

■View

AERS Assessment Request

■Create

AERS Assessment

■View

AERS Plan Of Care

☐Create ■View

Client Level Level of Care

■View

Case Program Level Level of Care

■View

Level of Care

■View ■Create ■Discard

UCA Physician

Level of Care Pending
■View ■Submit ■Edit

Level of Care
■Denied By Nurse View ■Denied by Nurse Submit ■Denied by Nurse Edit ☐Denied By Physician View ■Approval Affirmation View ■ Approval Affirmation Edit ☐Decision Acknowledge

LAH My List Query
■Enabled ■All Clients ■Unassigned UCA Clients ■ Pending Physician Decision

LAH Clients LEVEL OF CARE
■Expiring In 30 Days ■Expired

WOA My List Query
■Enabled ■ Pending Physician Decision ■Unassigned UCA Clients

WOA Clients LEVEL OF CARE
■Expiring In 30 Days ■Expired

Other Clients Query
■Pending Physician Decision ■LEVEL OF CARE Expiring In 30 Days ■Expired LEVEL OF CARE Clients

Standardized Screening Management
■View ■List

Standard Assessment
■List ☐Edit ■View ■View Results ☐Assignment ☐Create ☐Discard ☐Prepare Offline ☐Cancel Offline ☐Save ☐Submit

Reports
■LAH ICS WOA ☐Admin ■WOA Expiring LEVEL OF CARE ■Case Manager

UCA Intake

Assignments
■ Enabled

UCA Intake

UCA Case Manager
■ Batch Assign

Program Management
■ View Task ■ View Summary

Client Level AERS Assessment
■View

Case Program Level AERS Assessment
■View

AERS Assessment
■View

AERS Plan Of Care
☐Create ■View ☐Edit ☐Sign Off ☐Submit ☐Discard
☐End Date Edit

Client Level Level of Care
■View

Case Program Level Level of Care
■View

Level of Care
■View ☐Create ☐Discard

Level of Care Pending
■View ☐Submit ☐Edit

Level of Care
■Denied By Nurse View ☐Denied by Nurse Submit ☐Denied by Nurse Edit ■Denied By Physician View ■Approval Affirmation View ☐ Approval Affirmation Edit

LAH My List Query
■Enabled ■Unassigned UCA Clients

WOA My List Query

UCA Intake
■Enabled ■ Unassigned UCA Clients **Reports** ■LAH ICS WOA ■Case Manager ■WOA Expiring LEVEL OF CARE ☐LAH ICS Redetermination Due

12. AAA Users Roles

AAA Administrator
Client Management ■Create ■View ■Edit ■Edit Date of Death **Case Program Management** ■Create ■Initial Create ■Reapply Create ■Redetermination ■Close ■Reopen **Dashboard StatistICS and Charts Overviews** ■LAH WOA Dashboard Access (Administrator Level) ■AAA Dashboard Access (Administrator Level) **Assignments** ■Enabled **My Level of Careation Management** ■Create Staff ■List Staff ■View Staff ■Edit **MFP Program Management** ■My Case Program List Query ■All Active Case Program Query ■View Tasks ■Program Summary View **Flexible Funds** ■Create ■List ■Edit ■Discard **MFP Questionnaire Management** ■Create ■List ■View ■Edit ■Submit ■Discard **MFP Peer Mentoring Management** ■List ■View Summary

AAA Administrator

MFP Peer Mentoring Referral

■Create ■View ■Edit ■Submit ■Discard

Mfp Options Counseling My List Query

■All Pending Case Program ■All Active Case Program ■
All Inactive Case Program

MFP Options Counseling

■Create ■List ■View ■Edit ■Submit ■Discard
■View Summary ■Batch Assign

MFP Options Counseling Referral

■View ■Close

MFP Options Counseling Application Assistance

■Create ■View ■Edit ■Submit ■Discard

MFP Housing Assistance Referral

■Create ■List ■View ■Summary View ■Edit ■Submit
■Discard

WOA AAA Case Manager

■BatchAssign

Program Management

■View Tasks ■View Summary

Initial Screening and Referral List

■Create ■View ■List ■Edit ■Submit ■Discard

LAH WOA Application Summary

■Enabled

Initial Meeting

■Create ■View ■List ■Edit ■Submit

Freedom of Choice

■Create ■View ■List ■Edit ■Submit ■Discard

Narration Management

AAA Administrator

■Create ■View ■List ■Edit ■Submit ■Discard

Documentation Reminder Management

■Create ■View ■List ■Edit

Application Packet Management

■Create ■View ■List ■Edit ■Submit

Plan of Service/Plan of Care

■Create ■View ■List ■Revise ■Edit ■Edit Comment
■Submit ■Review ■Decision ■Discard

Notice of Case Activity

■Create ■View ■List ■Edit ■Submit ■Discard

LAH WOA ATP Summary

■Enabled

Certification of Technical/Medical Eligibility

■Create ■View ■List ■ Edit ■Submit ■Discard

ATP Questionnaire Management

■Create ■View ■List ■ Edit ■Submit ■Discard

DEWS Summary

■Enabled

DEWS Financial Eligibility

■View ■List

DEWS Overall Decision

■View ■List ■Acknowledge Details

DEWS Letter Management

■View ■List

LAH WOA Appeal Management

■View ■List ■ Disposition View ■Summary View

LAH Activity Management

AAA Administrator

■List ■View ■Create ■Edit ■Discard

AERS Assessment View

■Case Program Level

AERS Assessment Request

■ Create

AERS Assessment

■View

AERS Plan of Care

■View

Level of Care Request

■ Create

Level of Care View

■Case Program Level

Level of Care Management

■View

Level of Care Pending Management

■View

Level of Care Denied By Nurse

■View

Level of Care Denied By Physician

■View

Level of Care Approval Affirmation

■View

Transition Funds Management

■Create ■List ■Discard

WOA All Client Case Program Query

■Enabled

AAA Administrator

WOA My List Query

■Enabled ■Unassigned AAA Clients Query

WOA All Redetermination

■30 Case Program Query ■60 Case Program Query ■Case Program Query

WOA Clients LEVEL OF CARE Management

■LEVEL OF CARE Expiring in 30 days ■Pending Physician Decision ■Expired LEVEL OF CARE Clients

■ WOA Appeals Without Disposition Case Program ■ WOA Applications Expired

■ WOA Applications Expiring In 15 Days ■ WOA Advisory Letter Expired

■ WOA Advisory Letter Expiring In 15 Days

POS/POC Case Program Query

■Pending Coordinator Decision ■Pending MDOA Decision

■ In Progress ■ Approved ■ Denied

Other Clients Query

■My List Query ■Pending Physician Decision ■LEVEL OF CARE Expiring In 30 Days ■Expired LEVEL OF CARE Clients

Standardized Screening Management

■View ■List

Standard Assessment

■List ■View ■View Results

Reports

■LAH ICS WOA ■LAH WOA ICS Administrative ■MFP Flex Funds

■ MFP Legacy ■MFP Miscellaneous ■Administrative Report

■ MFP Option Counseling ■ MFP Option Counseling Detailed

■ MFP Legacy Case Management ■MFP Legacy Case Management Invoice

■MFP Legacy Case Management Activity ■MFP Legacy Outcomes

■MFP Legacy Program Education ■MFP Legacy Program Education Detailed

■MFP Legacy Application Assistance ■WOA ■WOA Contribution Care ■WOA Current Enrollee

■WOA NF Application Per County ■WOA Expiring LEVEL OF CARE

■LAH ICS WOA Case Management Invoice

■LAH ICSWOA Current Address ■LAH ICSWOA DEWS Application Expiration

■LAH ICS WOA QOL Survey ■LAH ICS WOA Monthly Application Status

AAA Supervisor

Client Management

■Create ■View ■Edit ■Edit Date of Death

Case Program Management

■Create ■Initial Create ■Reapply Create ■Redetermination ■Close ■Reopen

Dashboard StatistICS and Charts Overviews

■LAH WOA Dashboard Access (Administrator Level)

■AAA Dashboard Access (Administrator Level)

Assignments

■Enabled

MFP Program Management

■My Case Program List Query ■My Supervisor Active Case Program Query ■View Tasks ■Program Summary View

Flexible Funds

■Create ■List ■Edit ■Discard

MFP Questionnaire Management

■Create ■List ■View ■Edit ■Submit ■Discard

MFP Peer Mentoring Management

■List ■View Summary

MFP Peer Mentoring Referral

■Create ■View ■Edit ■Submit ■Discard

Mfp Options Counseling My List Query

■My Supervisor Pending Case Program ■My Supervisor Active Case Program ■My Supervisor Inactive Case Program

MFP Options Counseling

■Create ■List ■View ■Edit ■Submit ■Discard ■View Summary

AAA Supervisor

MFP Options Counseling Referral

■View ■Close

MFP Options Counseling Application Assistance

■Create ■View ■Edit ■Submit ■Discard

MFP Housing Assistance Referral

■Create ■List ■View ■Summary View ■Edit ■Submit ■Discard

WOA AAA Case Manager

■Batch Assign

Program Management

■View Tasks ■View Summary

Initial Screening and Referral List

■Create ■View ■List ■Edit ■Submit ■Discard

LAH WOA Application Summary

■Enabled

Initial Meeting

■Create ■View ■List ■Edit ■Submit

Freedom of Choice

■Create ■View ■List ■Edit ■Submit ■Discard

Narration Management

■Create ■View ■List ■Edit ■Submit ■Discard

Documentation Reminder Management

■Create ■View ■List ■Edit

Application Packet Management

■Create ■View ■List ■Edit ■Submit

Plan of Service/Plan of Care

■Create ■View ■List ■Revise ■Edit ■Edit Comment

AAA Supervisor

■Submit ■Review ■Decision ■Discard

Notice of Case Activity

■Create ■View ■List ■Edit ■Submit ■Discard

LAH WOA ATP Summary

■Enabled

Certification of Technical/Medical Eligibility

■Create ■View ■List ■ Edit ■Submit ■Discard

ATP Questionnaire Management

■Create ■View ■List ■ Edit ■Submit ■Discard

DEWS Summary

■Enabled

DEWS Financial Eligibility

■View ■List

DEWS Overall Decision

■View ■List ■Acknowledge Details

DEWS Letter Management

■View ■List

LAH WOA Appeal Management

■View ■List ■ Disposition View ■Summary View

LAH Activity Management

■List ■View ■Create ■Edit ■Discard

AERS Assessment View

■Case Program Level

AERS Assessment Request

■ Create

AERS Assessment

■View

AAA Supervisor

AERS Plan of Care

■View

Level of Care Request

■ Create

Level of Care View

■Case Program Level

Level of Care Management

■View

Level of Care Pending Management

■View

Level of Care Denied By Nurse

■View

Level of Care Denied By Physician

■View

Level of Care Approval Affirmation

■View

Transition Funds Management

■Create ■List ■Discard

WOA My List Query

■Enabled ■Unassigned AAA Clients Query

WOA All Redetermination

■30 Case Program Query ■60 Case Program Query ■Case Program Query

WOA Clients LEVEL OF CARE Management

■LEVEL OF CARE Expiring in 30 days ■Pending Physician Decision ■Expired LEVEL OF CARE Clients

■ WOA Appeals Without Disposition Case Program ■ WOA Applications Expired

■ WOA Applications Expiring In 15 Days ■ WOA Advisory Letter Expired

■ WOA Advisory Letter Expiring In 15 Days

AAA Supervisor

POS/POC Case Program Query

■Pending Coordinator Decision ■Pending MDOA Decision
■ In Progress ■ Approved ■ Denied

Other Clients Query

■My List Query ■Pending Physician Decision ■LEVEL OF CARE Expiring In 30 Days ■Expired LEVEL OF CARE Clients

Standardized Screening Management

■View ■List

Standard Assessment

■List ■View ■View Results

Reports

■LAH ICS WOA ■LAH WOA ICS Administrative ■MFP Flex Funds
■ MFP Legacy ■MFP Miscellaneous ■Case Manager Report
■ MFP Option Counseling ■ MFP Option Counseling Detailed ■ MFP Legacy Case Management ■MFP Legacy Case Management Invoice
■MFP Legacy Case Management Activity ■MFP Legacy Outcomes
■MFP Legacy Program Education ■MFP Legacy Program Education Detailed
■MFP Legacy Application Assistance ■WOA ■WOA Contribution Care ■WOA Current Enrollee
■WOA NF Application Per County ■WOA Expiring LEVEL OF CARE ■LAH ICS WOA Case Management Invoice
■LAH ICSWOA Current Address ■LAH ICSWOA DEWS Application Expiration
■LAH ICS WOA QOL Survey

AAA Case Manager

Client Management

■Create ■View ■Edit ■Edit Date of Death

Case Program Management

■Create ■Initial Create ■Reapply Create ■Redetermination ■Close
■Reopen

AAA Case Manager

Dashboard StatistICS and Charts Overviews

■LAH WOA Dashboard Access (Administrator Level)

MFP Program Management

■My Case Program List Query ■My Active Case Program Query ■All Active Case Program Query

Flexible Funds

■Create ■List ■Edit ■Discard

MFP Questionnaire Management

■Create ■List ■View ■Edit ■Submit ■Discard

MFP Peer Mentoring Management

■List ■View Summary

MFP Peer Mentoring Referral

■Create ■View ■Edit ■Submit ■Discard

Mfp Options Counseling My List Query

■My Pending Case Program ■My Active Case Program ■My Inactive Case Program

MFP Options Counseling

■Create ■List ■View ■Edit ■Submit ■Discard
■View Summary

MFP Options Counseling Referral

■View ■Close

MFP Options Counseling Application Assistance

■Create ■View ■Edit ■Submit ■Discard

MFP Housing Assistance Referral

■Create ■List ■View ■Summary View ■Edit ■Submit
■Discard

WOA AAA Case Manager

■Batch Assign

Program Management

AAA Case Manager

■View Tasks ■View Summary

Initial Screening and Referral List

■Create ■View ■List ■Edit ■Submit ■Discard

LAH WOA Application Summary

■Enabled

Initial Meeting

■Create ■View ■List ■Edit ■Submit

Freedom of Choice

■Create ■View ■List ■Edit ■Submit ■Discard

Narration Management

■Create ■View ■List ■Edit ■Submit ■Discard

Documentation Reminder Management

■Create ■View ■List ■Edit

Application Packet Management

■Create ■View ■List ■Edit ■Submit

Plan of Service/Plan of Care

■Create ■View ■List ■Revise ■Edit ☐Edit Comment
■Submit ☐Review ☐Decision ■Discard

Notice of Case Activity

■Create ■View ■List ■Edit ■Submit ■Discard

LAH WOA ATP Summary

■Enabled

Certification of Technical/Medical Eligibility

■Create ■View ■List ■ Edit ■Submit ■Discard

ATP Questionnaire Management

■Create ■View ■List ■ Edit ■Submit ■Discard

AAA Case Manager

DEWS Summary

■Enabled

DEWS Financial Eligibility

■View ■List

DEWS Overall Decision

■View ■List ■Acknowledge Details ■Acknowledge

DEWS Letter Management

■View ■List

LAH WOA Appeal Management

■View ■List ■ Disposition View ■Summary View ■Acknowledge
■Acknowledge Disposition

LAH Activity Management

■List ■View ■Create ■Edit ■Discard

AERS Assessment View

■Case Program Level ■Client Level

AERS Assessment Request

■ Create

AERS Assessment

■View

AERS Plan of Care

■View

Level of Care Request

■ Create

Level of Care View

■Case Program Level

Level of Care Management

■View

AAA Case Manager

Level of Care Pending Management

■View

Level of Care Denied By Nurse

■View

Level of Care Denied By Physician

■View

Level of Care Approval Affirmation

■View

Level of Care Decision

■Acknowledge

Transition Funds Management

■Create ■List ■Discard

WOA My List Query

■Enabled ■All My Clients

WOA My Redetermination

■30 Case Program Query ■60 Case Program Query ■Case Program Query

WOA Clients LEVEL OF CARE Management

■LEVEL OF CARE Expiring in 30 days ■Pending Physician Decision ■Expired LEVEL OF CARE Clients

■ WOA Appeals Without Disposition Case Program ■ WOA Applications Expired

■ WOA Applications Expiring In 15 Days ■ WOA Advisory Letter Expired

■ WOA Advisory Letter Expiring In 15 Days ■WOA My Eligibility Changes

POS/POC Case Program Query

■Pending Coordinator Decision ■Pending MDOA Decision

■ In Progress ■ Approved ■ Denied

Other Clients Query

■My List Query ■Pending Physician Decision ■LEVEL OF CARE Expiring In 30 Days ■Expired LEVEL OF CARE Clients

AAA Case Manager

Standard Assessment

■List ■View ■View Results

Reports

■LAH ICS WOA ■LAH WOA ICS Administrative ■MFP Flex Funds
■ MFP Legacy ■MFP Miscellaneous ■Case Manager Report
■ MFP Option Counseling ■ MFP Option Counseling Detailed ■ MFP Legacy Case Management
■MFP Legacy Case Management Activity
■WOA ■WOA Contribution Care ■WOA Current Enrollee
■WOA NF Application Per County ■WOA Expiring LEVEL OF CARE ■LAH ICS WOA Case Management Invoice
■LAH ICSWOA Current Address ■LAH ICSWOA DEWS Application Expiration
■LAH ICS WOA QOL Survey

Client Management

■Create ■View ■Edit ■Edit Date of Death

Case Program Management

■Create ■Initial Create ■Reapply Create ■Redetermination ■Close
■Reopen

Dashboard StatistICS and Charts Overviews

■LAH WOA Dashboard Access (Administrator Level)

MFP Program Management

■My Case Program List Query ■My Active Case Program Query ■All Active Case Program Query

Flexible Funds

■Create ■List ■Edit ■Discard

MFP Questionnaire Management

■Create ■List ■View ■Edit ■Submit ■Discard

MFP Peer Mentoring Management

■List ■View Summary

MFP Peer Mentoring Referral

■Create ■View ■Edit ■Submit ■Discard

Mfp Options Counseling My List Query

■My Pending Case Program ■My Active Case Program ■My Inactive Case Program

MFP Options Counseling

■Create ■List ■View ■Edit ■Submit ■Discard
■View Summary

MFP Options Counseling Referral

■View ■Close

MFP Options Counseling Application Assistance

■Create ■View ■Edit ■Submit ■Discard

MFP Housing Assistance Referral

■Create ■List ■View ■Summary View ■Edit ■Submit
■Discard

WOA AAA Case Manager

■Batch Assign

Program Management

■View Tasks ■View Summary

Initial Screening and Referral List

■Create ■View ■List ■Edit ■Submit ■Discard

LAH WOA Application Summary

■Enabled

Initial Meeting

■Create ■View ■List ■Edit ■Submit

Freedom of Choice

■Create ■View ■List ■Edit ■Submit ■Discard

Narration Management

■Create ■View ■List ■Edit ■Submit ■Discard

Documentation Reminder Management

■Create ■View ■List ■Edit

Application Packet Management

■Create ■View ■List ■Edit ■Submit

Plan of Service/Plan of Care

■Create ■View ■List ■Revise ■Edit ☐Edit Comment
■Submit ☐Review ☐Decision ■Discard

Notice of Case Activity

■Create ■View ■List ■Edit ■Submit ■Discard

LAH WOA ATP Summary

■Enabled

Certification of Technical/Medical Eligibility

■Create ■View ■List ■ Edit ■Submit ■Discard

ATP Questionnaire Management

■Create ■View ■List ■ Edit ■Submit ■Discard

DEWS Summary

■Enabled

DEWS Financial Eligibility

■View ■List

DEWS Overall Decision

■View ■List ■Acknowledge Details ■Acknowledge

DEWS Letter Management

■View ■List

LAH WOA Appeal Management

■View ■List ■ Disposition View ■Summary View ■Acknowledge
■Acknowledge Disposition

LAH Activity Management

■List ■View ■Create ■Edit ■Discard

AERS Assessment View

■Case Program Level ■Client Level

AERS Assessment Request

■ Create

AERS Assessment

■View

AERS Plan of Care

■View

Level of Care Request

■ Create

Level of Care View

■Case Program Level

Level of Care Management

■View

Level of Care Pending Management

■View

Level of Care Denied By Nurse

■View

Level of Care Denied By Physician

■View

Level of Care Approval Affirmation

■View

Level of Care Decision

■Acknowledge

Transition Funds Management

■Create ■List ■Discard

WOA My List Query

■Enabled ■All My Clients

WOA My Redetermination

■30 Case Program Query ■60 Case Program Query ■Case Program Query

WOA Clients LEVEL OF CARE Management

■LEVEL OF CARE Expiring in 30 days ■Pending Physician Decision ■Expired LEVEL OF CARE Clients

■ WOA Appeals Without Disposition Case Program ■ WOA Applications Expired

■ WOA Applications Expiring In 15 Days ■ WOA Advisory Letter Expired

■ WOA Advisory Letter Expiring In 15 Days ■WOA My Eligibility Changes

POS/POC Case Program Query

■Pending Coordinator Decision ■Pending MDOA Decision

■ In Progress ■ Approved ■ Denied

Other Clients Query

■My List Query ■Pending Physician Decision ■LEVEL OF CARE Expiring In 30 Days ■Expired LEVEL OF CARE Clients

Standard Assessment

■List ■View ■View Results

Reports

■LAH ICS WOA ■LAH WOA ICS Administrative ■MFP Flex Funds

■ MFP Legacy ■MFP Miscellaneous ■Case Manager Report

■ MFP Option Counseling ■ MFP Option Counseling Detailed ■ MFP Legacy Case Management

■MFP Legacy Case Management Activity

■WOA ■WOA Contribution Care ■WOA Current Enrollee

■WOA NF Application Per County ■WOA Expiring LEVEL OF CARE ■LAH ICS WOA Case Management Invoice

■LAH ICSWOA Current Address ■LAH ICSWOA DEWS Application Expiration

■LAH ICS WOA QOL Survey

AAA Intake

Client Management

■Create ■View ■Edit ■Edit Date of Death

Case Program Management

■Create ■Initial Create ■Reapply Create ■Redetermination ■Close ■Reopen

Assignments

■Enabled

WOA AAA Case Manager

■Batch Assign

Program Management

■View Tasks ■View Summary

LAH WOA Application Summary

■Enabled

Initial Meeting

■Create ■View ■List ■Edit ■Submit

Freedom of Choice

■Create ■View ■List ■Edit ■Submit ■Discard

Documentation Reminder Management

■Create ■View ■List ■Edit

Application Packet Management

■Create ■View ■List ■Edit ■Submit

LAH Activity Management

■List ■View ■Create ■Edit ■Discard

WOA My List Query

■Enabled ■Unassigned AAA Clients Query

AAA Intake
WOA Clients LEVEL OF CARE Management ■LEVEL OF CARE Expiring in 30 days ■Pending Physician Decision ■Expired LEVEL OF CARE Clients **Other Clients Query** ■My List Query ■Pending Physician Decision ■LEVEL OF CARE Expiring In 30 Days ■Expired LEVEL OF CARE Clients **Standardized Screening Management** ■View ■List **Standard Assessment** ■List ■View ■View Results

13. CIL User Roles

CIL Administrator
Client Management ■Create ■View ■Edit ■Edit Date of Death **Nursing Facility** ■View **Peer Profile** ■Create ■View ■Edit **Assignments** ■Enabled

CIL Administrator

My Level of Careation Management

■Create Staff ■List Staff ■View Staff ■Edit

MFP Program Management

■My Case Program List Query ■All Active Case Program Query ■View Tasks
■Program Summary View

Flexible Funds

■Create ■List ■Edit ■Discard

MFP Questionnaire Management

☐ Create ■List ■View ☐ Edit ☐ Submit ☐ Discard

Mfp Options Counseling My List Query

■All Pending Case Program ■All Active Case Program ■All Inactive Case Program

MFP Options Counseling

■Create ■List ■View ■Edit ■Submit ■Discard
■View Summary ■Batch Assign

MFP Options Counseling Referral

■View ■Close

MFP Options Counseling Application Assistance

■Create ■View ■Edit ■Submit ■Discard

MFP Residential Contact Sheet

■Create ■List ■View ■Edit ■Submit
■Discard

MFP Nonresidential Contact Sheet

■Create ■List ■View ■Edit ☐ Submit
■Discard

Standardized Screening Management

■View ■List

Standard Assessment

■List ☐ View ☐ View Results

CIL Administrator

Pre-Screening Management

■Create ■View ■List ■ Edit ■Submit ■Discard

Screening Request

■Create

Reports

■MFP Legacy ■MFP Miscellaneous ■Administrative Report ■MFP Legacy Program Education
■MFP Legacy Program Education Detailed ■MFP Legacy Application Assistance ■ MFP Option Counseling
■ MFP Option Counseling Detailed

CIL Supervisor

MFP Program Management

■My Case Program List Query ■My Supervisor Active Case Program Query ■View Tasks
■Program Summary View

MFP Questionnaire Management

☐ Create ■List ■View ☐ Edit ☐ Submit ☐ Discard

Flexible Funds

■Create ■List ■Edit ■Discard

Mfp Options Counseling My List Query

■My Supervisor Pending Case Program ■My Supervisor Active Case Program
■My Supervisor Inactive Case Program

MFP Options Counseling

■Create ■List ■View ■Edit ■Submit ■Discard
■View Summary ■Batch Assign

MFP Options Counseling Referral

■View ■Close

MFP Options Counseling Application Assistance

■Create ■View ■Edit ■Submit ■Discard

CIL Supervisor

Reports

■MFP Legacy ■MFP Miscellaneous ■Case Manger Report ■MFP Legacy Program Education
■MFP Legacy Program Education Detailed ■MFP Legacy Application Assistance ■ MFP Option Counseling
■ MFP Option Counseling Detailed ■Mfp Peer Supports Printable

CIL Case Manager

Client Management

■Create ■View ■Edit ☐ Edit Date of Death

MFP Program Management

■My Case Program List Query ■All Active Case Program Query ■All My Active Case Program Query
■View Tasks ■Program Summary View

MFP Questionnaire Management

☐ Create ■List ■View ☐ Edit ☐ Submit ☐ Discard

Flexible Funds

■Create ■List ■Edit ■Discard

Mfp Options Counseling My List Query

■All Pending Case Program ■My Active Case Program ■
My Inactive Case Program

MFP Options Counseling

■Create ■List ■View ■Edit ■Submit ■Discard
■View Summary ☐ Batch Assign

MFP Options Counseling Referral

■View ■Close

MFP Options Counseling Application Assistance

■Create ■View ■Edit ■Submit ■Discard

Standardized Screening Management

■View ■List ☐ Discard ☐ Edit ☐ Create

CIL Case Manager

Standard Assessment

■List ☐ View ☐ View Results

Pre-Screening Management

■Create ■View ■List ■ Edit ■Submit ■Discard

Screening Request

■Create

Reports

■MFP Miscellaneous ■Case Manager Report

CIL Peer Administrator

Nursing Facility

■View

Peer Profile

■Create ■View ■Edit

Assignments

■Enabled

My Level of Careation Management

■Create Staff ■List Staff ■View Staff ■Edit

MFP Program Management

■My Case Program List Query ■All Active Case Program Query ■View Tasks ■Program Summary View

MFP Questionnaire Management

☐ Create ■List ■View ☐ Edit ☐ Submit ☐ Discard

MFP Residential Contact Sheet

■Create ■List ■View ■Edit ■Submit ■Discard

CIL Peer Administrator

MFP Nonresidential Contact Sheet

■Create ■List ■View ■Edit ☐Submit ■Discard

Mfp Ongoing Peer Support

■Batch Assign ■Peer Assignment Assign ■My List Query ■All Active Case Program Query ■All Inactive Case Program Query ■All In Progress Case Program Query

MFP Ongoing Peer Support Referral

■Create ■List ■View ■Summary View ■Edit ■Submit ■Discard

MFP Ongoing Peer Support Assessment

■Create ■List ■View ■Edit ■Submit ■Discard

MFP Ongoing Peer Support Outcome

■Create ■View ■Edit ■Submit ■Discard

MFP Ongoing Peer Support Reassessment

■Create ■View ■List ■Edit ■Submit ■Discard

MFP Ongoing Peer Support Reassessment Outcome

■Create ■View ■Edit ■Submit ■Discard

MFP Ongoing Peer Support Activity Management

■List ■View ■Create ■Edit ■Discard

Standardized Screening Management

■View ■List

Standard Assessment

■List ☐View ☐View Results

Pre-Screening Management

■Create ■View ■List ■Edit ■Submit ■Discard

Screening Request

■Create

CIL Peer Administrator

Reports

■MFP Legacy ■MFP Miscellaneous ■Administrative Report ■MFP Peer Support ■MFP Legacy Peer Outreach ■MFP Legacy Peer Outreach Activity ■MFP Peer Supports ■ MFP Option Counseling

CIL Peer

Nursing Facility

■View

MFP Program Management

■My Case Program List Query ■All Active Case Program Query ■View Tasks ■Program Summary View

MFP Questionnaire Management

☐ Create ■List ■View ☐ Edit ☐ Submit ☐ Discard

MFP Residential Contact Sheet

■Create ■List ■View ■Edit ■Submit ■Discard

MFP Nonresidential Contact Sheet

■Create ■List ■View ■Edit ☐ Submit ■Discard

Mfp Ongoing Peer Support

☐ Batch Assign ☐ Peer Assignment Assign ■My List Query ■My Active Case Program Query ■My Inactive Case Program Query ■My In Progress Case Program Query

MFP Ongoing Peer Support Referral

■Create ■List ■View ■Summary View ■Edit ■Submit ■Discard

MFP Ongoing Peer Support Assessment

■Create ■List ■View ■Edit ■Submit ■Discard

MFP Ongoing Peer Support Outcome

■Create ■View ■Edit ■Submit ■Discard

CIL Peer

MFP Ongoing Peer Support Reassessment

■Create ■View ■List ■Edit ■Submit ■Discard

MFP Ongoing Peer Support Reassessment Outcome

■Create ■View ■Edit ■Submit ■Discard

MFP Ongoing Peer Support Activity Management

■List ■View ■Create ■Edit ■Discard

Reports

■MFP Legacy ■MFP Miscellaneous ■Case Manager Report ■MFP Peer Support ■MFP Legacy Peer Outreach Activity ■MFP Peer Supports Printable

CIL Peer Mentoring Administrator

Assignments

■Enabled

My Level of Careation Management

■Create Staff ■List Staff ■View Staff ■Edit

MFP Program Management

■My Case Program List Query ■All Active Case Program Query ■View Tasks ■Program Summary View ■All Inactive Case Program Query

MFP Questionnaire Management

☐ Create ■List ■View ☐ Edit ☐ Submit ☐ Discard

MFP Peer Mentoring Management

■List ■View Summary ■Batch Assign

MFP Peer Mentoring Referral

■View

MFP Peer Mentoring Assessment

■Create ☐ List ■View ■Edit ■Submit ■Discard

CIL Peer Mentoring Administrator

MFP Peer Mentoring Outcome

■Create ■View ■Edit ■Submit ■Discard

MFP Peer Mentoring Reassessment

■Create ■View ☐ List ■Edit ■Submit ■Discard

MFP Peer Mentoring Reassessment Outcome

■Create ■View ■Edit ■Submit ■Discard

MFP Peer Mentoring Activity Management

■List ■View ■Create ■Edit ■Discard

Reports

■MFP Peer Mentoring ■MFP Miscellaneous ■Administrative Report ■MFP Peer Mentoring Referral

CIL Peer Mentor

MFP Program Management

■My Case Program List Query ■My Active Case Program Query ■View Tasks
■Program Summary View ■My Inactive Case Program Query

MFP Questionnaire Management

☐ Create ■List ■View ☐ Edit ☐ Submit ☐ Discard

MFP Peer Mentoring Management

■List ■View Summary ☐ Batch Assign

MFP Peer Mentoring Referral

■View

MFP Peer Mentoring Assessment

■Create ☐ List ■View ■Edit ■Submit ■Discard

MFP Peer Mentoring Outcome

■Create ■View ■Edit ■Submit ■Discard

MFP Peer Mentoring Reassessment

■Create ■View ☐ List ■Edit ■Submit ■Discard

CIL Peer Mentor

MFP Peer Mentoring Reassessment Outcome

■Create ■View ■Edit ■Submit ■Discard

MFP Peer Mentoring Activity Management

■List ■View ■Create ■Edit ■Discard

Reports

■MFP Peer Mentoring ■MFP Miscellaneous ■Case Manager Report

14. TCC User Roles

TCC Administrator

Client Management

☐Create ■View ■Edit ■Edit Date of Death

Case Program Management

■Create ☐Initial Create ■Reapply Create ■Redetermination ■Close
■Reopen ☐Discard

Dashboard Statistics and Charts Overviews

■LAH WOA Dashboard Access (Administrator Level)
■TCC Dashboard Access

My Location Management

■Create Staff ■List Staff ■View Staff ■Edit

MFP Program Management

☐My Case Program List Query ☐All Active Case Program Query ■View Tasks
■Program Summary View

MFP Peer Mentoring Management

■List ■View Summary

MFP Peer Mentoring Referral

■Create ■View ■Edit ■Submit ■Discard

TCC Administrator

Flexible Funds

■Create ■List ■Edit ■Discard

MFP Questionnaire Management

■Create ■List ■View ■Edit ■Submit ■Discard

LAH TCC Case Manager Batch Assign

■Enabled

Program Management

■View Tasks ■View Summary

Referral

☐Create ■View ■List ☐Edit ☐Submit ☐Discard

LAH WOA Application Summary

■Enabled

Initial Meeting

■Create ■View ■List ■Edit ■Submit

Freedom of Choice

■Create ■View ■List ■Edit ■Submit ■Discard

Narration Management

■Create ■View ■List ■Edit ■Submit ■Discard

Documentation Reminder Management

■Create ■View ■List ■Edit

Application Packet Management

■Create ■View ■List ■Edit ■Submit

Plan of Service/Plan of Care

■Create ■View ■List ■Revise ■Edit ☐Edit Comment
■Submit ■Review ☐Decision ■Discard

Notice of Case Activity

■Create ■View ■List ■Edit ■Submit ■Discard

TCC Administrator

LAH Assessment Packet Management

■Tasks ■View Details ■Acknowledge Details ■Submit

AP Documentation Reminder

■Create ■View ■Update

LAH WOA ATP Summary

■Enabled

ATP Questionnaire Management

☐Create ■View ■List ☐Edit ☐Submit ☐Discard

DEWS Summary

■Enabled

DEWS Financial Eligibility

■View ■List

DEWS Overall Decision

■View ■List ■Acknowledge Details

DEWS Letter Management

■View ■List

LAH WOA Appeal Management

☐Create ■View ■List ☐ Edit ☐Submit ☐Discard ■Summary View

LAH WOA Appeal Disposition Management

☐Create ■View ☐Edit ☐Submit ☐Discard

LAH Activity Management

■Create ■View ■List ■Edit ☐Submit ■Discard ☐Summary View

Fiscal Intermediary Authorization Request

■Create ■View ■List ■Edit ■Submit (For LAHWU) ■Discard

Fiscal Intermediary Attendant Management

■Create ■List ■Manage ■View ■Deactivate

AERS Assessment View

TCC Administrator

☐Client Level ■Case Program Level

AERS Assessment

☐Create ■View ☐Edit ☐Edit End Date ☐Submit ☐Discard

AERS Plan of Care

☐Create ■View ☐Edit ☐Edit End Date ☐Submit ☐Discard

Level of Care Request

■Create

Level of Care View

☐Client Level ■Case Program Level

Level of Care Management

☐Create ■View

Level of Care Pending Management

☐Create ■View ☐Submit

Level of Care Denied By Nurse

■View ☐Edit ☐Submit

Level of Care Denied By Physician

■View ☐Edit ☐Submit

Level of Care Approval Affirmation

■View ☐Edit

Transition Funds Management

■Create ■List ■Discard

ICS Cost Neutrality

☐Create ■List

LAH My List Query

■Clients Pending Physician Decision ■Clients LOC Expiring In 30 Days
■Clients Expired LOC ■All Clients Case Program
■All Redetermination in 30 days ■All Redetermination in 60 days
■Appeals Without Disposition Case Program

TCC Administrator

- ■Applications Expired Query
- ■Applications Expiring In 15 Days
- ■Advisory Letter Expired
- ■Advisory Letter Expiring In 15 Days
- ■Unassigned TCC Clients

POS/POC Case Program Query

- ■In Progress Case Program
- ■Approved Case Program
- ■Denied Case Program
- ■Pending Lead Decision Case Program
- ■Pending LAHWU Decision Case Program

Other My List Query

- ■Clients Pending Physician Decision
- ■Clients LOC Expiring In 30 Days
- ■Clients Expired LOC

Standard Assessment

- ■List ■View ■View Result

Standardized Screening

- ■List ■View

Reports

- ■WOA Expiring LOC ■LAH ICS Case Manager ■LAH ICS Redetermination Due
- ■LAH ICS Appeal ■LAH ICS Client Status ■LAH ICS Current Enrollee
- ■LAH ICS Nursing Home Transition ■LAH ICS Overdue Assessment Packets
- ■LAH ICS WOA Application Status ■LAH ICS WOA Case Management Invoice
- ■LAH ICS WOA Current Address ■LAH ICS WOA DEWS Application Expiration
- ■LAH ICS WOA QOL Survey ■LAH ICS WOA Monthly Application Status
- ■LAH ICS WOA Jurisdiction Report

TCC Case Manager

Client Management

- ☐Create ■View ■Edit ■Edit Date of Death

Case Program Management

- ■Create ☐Initial Create ■Reapply Create ■Redetermination ■Close
- ■Reopen ☐Discard

TCC Case Manager

Dashboard Statistics and Charts Overviews

■LAH WOA Dashboard Access (Case Manager Level)
☐TCC Dashboard Access

My Location Management

■Create Staff ■List Staff ■View Staff ■Edit

MFP Program Management

☐My Case Program List Query ☐All Active Case Program Query ■View Tasks
■Program Summary View

MFP Peer Mentoring Management

■List ■View Summary

MFP Peer Mentoring Referral

■Create ■View ■Edit ■Submit ■Discard

Flexible Funds

■Create ■List ■Edit ■Discard

MFP Questionnaire Management

■Create ■List ■View ■Edit ■Submit ■Discard

Program Management

■View Tasks ■View Summary

Referral

☐Create ■View ■List ☐Edit ☐Submit ☐Discard ■Acknowledge

LAH WOA Application Summary

■Enabled

Initial Meeting

■Create ■View ■List ■Edit ■Submit

Freedom of Choice

■Create ■View ■List ■Edit ■Submit ■Discard

Narration Management

TCC Case Manager

■Create ■View ■List ■Edit ■Submit ■Discard

Documentation Reminder Management

■Create ■View ■List ■Edit

Application Packet Management

■Create ■View ■List ■Edit ■Submit

Plan of Service/Plan of Care

■Create ■View ■List ■Revise ■Edit ☐Edit Comment
■Submit ☐Review ☐Decision ■Discard

Notice of Case Activity

■Create ■View ■List ■Edit ■Submit ■Discard

LAH Assessment Packet Management

■Tasks ■View Details ■Acknowledge Details ■Submit

AP Documentation Reminder

■Create ■View ■Update

LAH WOA ATP Summary

■Enabled

ATP Questionnaire Management

☐Create ■View ■List ☐Edit ☐Submit ☐Discard

DEWS Summary

■Enabled

DEWS Financial Eligibility

■View ■List

DEWS Overall Decision

■View ■List ■Acknowledge ■Acknowledge Details

DEWS Letter Management

■View ■List

LAH WOA Appeal Management

TCC Case Manager

☐Create ■View ■List ☐ Edit ☐Submit ☐Discard ■Summary View ■Acknowledge

LAH WOA Appeal Disposition Management

☐Create ■View ☐Edit ☐Submit ☐Discard ■Acknowledge

LAH Activity Management

■Create ■View ■List ■Edit ☐Submit ■Discard ☐Summary View

Fiscal Intermediary Authorization Request

■Create ■View ■List ■Edit ■Submit (For LAHWU) ■Discard

Fiscal Intermediary Attendant Management

■Create ■List ■Manage ■View ■Deactivate

AERS Assessment View

■Client Level ■Case Program Level

AERS Assessment Request

■ Create

AERS Assessment

☐Create ■View ☐Edit ☐Edit End Date ☐Submit ☐Discard

AERS Plan of Care

☐Create ■View ☐Edit ☐Edit End Date ☐Submit ☐Discard

Level of Care Request

■Create

Level of Care View

☐Client Level ■Case Program Level

Level of Care Management

☐Create ■View

Level of Care Pending Management

☐Create ■View ☐Submit

Level of Care Denied By Nurse

TCC Case Manager

■View ☐Edit ☐Submit

Level of Care Denied By Physician

■View ☐Edit ☐Submit

Level of Care Approval Affirmation

■View ☐Edit

Level of Care Decision

■Acknowledge

Transition Funds Management

■Create ■List ■Discard

ICS Cost Neutrality

☐Create ■List

LAH My List Query

■Clients Pending Physician Decision ■Clients LOC Expiring In 30 Days
■Clients Expired LOC ■All Clients Case Program
■All Redetermination in 30 days ■All Redetermination in 60 days
■Appeals Without Disposition Case Program
■Applications Expired Query ■Applications Expiring In 15 Days
■Advisory Letter Expired ■Advisory Letter Expiring In 15 Days
■Unassigned TCC Clients

POS/POC Case Program Query

■In Progress Case Program
■Approved Case Program
■Denied Case Program
■Pending Lead Decision Case Program
■Pending LAHWU Decision Case Program

Other My List Query

■Clients Pending Physician Decision ■Clients LOC Expiring In 30 Days
■Clients Expired LOC ■Clients Wait ATP

Standard Assessment

■List ■View ■View Result

TCC Case Manager

Standardized Screening

■List ■View

Reports

■WOA Expiring LOC ■LAH ICS Case Manager ■LAH ICS Redetermination Due
■LAH ICS Appeal ■LAH ICS Client Status ■LAH ICS Current Enrollee
■LAH ICS Nursing Home Transition ■LAH ICS Overdue Assessment Packets
■LAH ICS POS/POC ■LAH ICS WOA Case Management Invoice
■LAH ICS WOA Current Address ■LAH ICS WOA DEWS Application Expiration
■LAH ICS WOA QOL Survey

TCC Supervisor

Client Management

☐Create ■View ■Edit ■Edit Date of Death

Case Program Management

■Create ☐Initial Create ■Reapply Create ■Redetermination ■Close
■Reopen ☐Discard

Dashboard Statistics and Charts Overviews

■LAH WOA Dashboard Access (Case Manager Level)
■TCC Dashboard Access

MFP Program Management

☐My Case Program List Query ☐All Active Case Program Query ■View Tasks
■Program Summary View

MFP Peer Mentoring Management

■List ■View Summary

MFP Peer Mentoring Referral

■Create ■View ■Edit ■Submit ■Discard

Flexible Funds

■Create ■List ■Edit ■Discard

MFP Questionnaire Management

TCC Supervisor

■Create ■List ■View ■Edit ■Submit ■Discard

LAH TCC Case Manager Batch Assign

■Enabled

Program Management

■View Tasks ■View Summary

Referral

☐Create ■View ■List ☐Edit ☐Submit ☐Discard ■Acknowledge

LAH WOA Application Summary

■Enabled

Initial Meeting

■Create ■View ■List ■Edit ■Submit

Freedom of Choice

■Create ■View ■List ■Edit ■Submit ■Discard

Narration Management

■Create ■View ■List ■Edit ■Submit ■Discard

Documentation Reminder Management

■Create ■View ■List ■Edit

Application Packet Management

■Create ■View ■List ■Edit ■Submit

Plan of Service/Plan of Care

■Create ■View ■List ■Revise ■Edit ☐Edit Comment
■Submit ☐Review ☐Decision ■Discard

Notice of Case Activity

■Create ■View ■List ■Edit ■Submit ■Discard

LAH Assessment Packet Management

■Tasks ■View Details ■Acknowledge Details ■Submit

AP Documentation Reminder

TCC Supervisor

■Create ■View ■Update

LAH WOA ATP Summary

■Enabled

ATP Questionnaire Management

☐Create ■View ■List ☐Edit ☐Submit ☐Discard

DEWS Summary

■Enabled

DEWS Financial Eligibility

■View ■List

DEWS Overall Decision

■View ■List ☐Acknowledge ■Acknowledge Details

DEWS Letter Management

■View ■List

LAH WOA Appeal Management

☐Create ■View ■List ☐ Edit ☐Submit ☐Discard ■Summary View
☐Acknowledge

LAH WOA Appeal Disposition Management

☐Create ■View ☐Edit ☐Submit ☐Discard ☐Acknowledge

LAH Activity Management

■Create ■View ■List ■Edit ☐Submit ■Discard ☐Summary View

Fiscal Intermediary Authorization Request

■Create ■View ■List ■Edit ■Submit (For LAHWU) ■Discard

Fiscal Intermediary Attendant Management

■Create ■List ■Manage ■View ■Deactivate

AERS Assessment View

☐Client Level ■Case Program Level

AERS Assessment Request

TCC Supervisor

■ Create

AERS Assessment

☐Create ■View ☐Edit ☐Edit End Date ☐Submit ☐Discard

AERS Plan of Care

☐Create ■View ☐Edit ☐Edit End Date ☐Submit ☐Discard

Level of Care Request

■Create

Level of Care View

☐Client Level ■Case Program Level

Level of Care Management

☐Create ■View

Level of Care Pending Management

☐Create ■View ☐Submit

Level of Care Denied By Nurse

■View ☐Edit ☐Submit

Level of Care Denied By Physician

■View ☐Edit ☐Submit

Level of Care Approval Affirmation

■View ☐Edit

Level of Care Decision

■Acknowledge

Transition Funds Management

■Create ■List ■Discard

ICS Cost Neutrality

☐Create ■List

LAH My List Query

■Clients Pending Physician Decision ■Clients LOC Expiring In 30 Days

TCC Supervisor

- ■Clients Expired LOC
- ■All Clients Case Program
- ■All Redetermination in 30 days
- ■All Redetermination in 60 days
- ■Appeals Without Disposition Case Program
- ■Applications Expired Query
- ■Applications Expiring In 15 Days
- ■Advisory Letter Expired
- ■Advisory Letter Expiring In 15 Days
- ■Unassigned TCC Clients

POS/POC Case Program Query

- ■In Progress Case Program
- ■Approved Case Program
- ■Denied Case Program
- ■Pending Lead Decision Case Program
- ■Pending LAHWU Decision Case Program

Other My List Query

- ■Clients Pending Physician Decision
- ■Clients LOC Expiring In 30 Days
- ■Clients Expired LOC

Standard Assessment

- ■List
- ■View
- ■View Result

Standardized Screening

- ■List
- ■View

Reports

- ■WOA Expiring LOC
- ■LAH ICS Case Manager
- ■LAH ICS Redetermination Due
- ■LAH ICS Appeal
- ■LAH ICS Client Status
- ■LAH ICS Current Enrollee
- ■LAH ICS Nursing Home Transition
- ■LAH ICS Overdue Assessment Packets
- ■LAH ICS POS/POC
- ■LAH ICS WOA Case Management Invoice
- ■LAH ICS WOA Current Address
- ■LAH ICS WOA DEWS Application Expiration
- ■LAH ICS WOA QOL Survey

TCC Intake

Client Management

- ☐Create
- ■View
- ■Edit
- ■Edit Date of Death

Case Program Management

TCC Intake

■Create ☐Initial Create ■Reapply Create ■Redetermination ☐Close
■Reopen ☐Discard

LAH TCC Case Manager Batch Assign
■Enabled

Program Management
■View Tasks ■View Summary

Referral
☐Create ■View ■List ☐Edit ☐Submit ☐Discard ■Acknowledge

LAH WOA Application Summary
■Enabled

Initial Meeting
■Create ■View ■List ■Edit ■Submit

Freedom of Choice
■Create ■View ■List ■Edit ■Submit ■Discard

Documentation Reminder Management
■Create ■View ■List ■Edit

Application Packet Management
■Create ■View ■List ■Edit ■Submit

LAH Activity Management
■Create ■View ■List ■Edit ☐Submit ■Discard ☐Summary View

AERS Assessment View
☐Client Level ■Case Program Level

AERS Assessment Request
■ Create

AERS Assessment
☐Create ■View ☐Edit ☐Edit End Date ☐Submit ☐Discard

AERS Plan of Care

TCC Intake

☐Create ■View ☐Edit ☐Edit End Date ☐Submit ☐Discard

Level of Care Request

■Create

Level of Care View

☐Client Level ■Case Program Level

LAH My List Query

■Clients Pending Physician Decision ■Clients LOC Expiring In 30 Days
■Clients Expired LOC ■Unassigned TCC Clients

Other My List Query

■Clients Pending Physician Decision ■Clients LOC Expiring In 30 Days
■Clients Expired LOC

Standard Assessment

■List ■View ■View Result

Standardized Screening

■List ■View

15. MMIS User Roles

MMIS Waiver Unit Staff

Case Program Management

☐Create ☐Initial Create ☐Reapply Create ☐Redetermination ☐Close
■Reopen ☐Discard

Program Management

■View Tasks ■View Summary

DEWS Summary

■Enabled

DEWS MMIS Waiver Transaction Management

☐Create ■View ■List ☐ Edit ☐Submit ☐Discard ■Acknowledge

MMIS Waiver Unit Staff
LAH My List Query ■Enabled **WOA My List Query** ■Enabled

16. QCR User Roles

QCR Administrator
QCR Management ■View ■Start ■ Discard ☐Submit ☐Edit **QCR My List Query** ■Show Clients Enrolled ■All Active Reviews ■All Completed Reviews **QCR Period Management** ■Create ■List **My Location Management** ■Create Staff ■List Staff ■View Staff ■Edit

QCR Team Leader
QCR Management ■View ☐Start ■Discard ■Submit ■Edit **QCR Management (Team Leader)** ■Edit **QCR Section** ■Delete **QCR Assign List** ■Enabled ■Assign Interviews ☐Assign Team Leader

QCR Team Leader

QCR My List Query

■All My Reviews ■My Active Reviews ■My Completed Reviews
■My Reviews to Approve

QCR Interviewer

QCR Management

■View ☐Start ■Discard ■Submit ■Edit

QCR Management (Interviewer)

■Edit

QCR Section

■Delete

QCR My List Query

■Show Clients Enrolled ■All Active Reviews ■All Completed Reviews

QCR Period Management

■Create ■List

QCR My List Query

■All My Reviews ■My Active Reviews ■My Completed Reviews
☐My Reviews to Approve

QCR Branch Chief

QCR Management

■View ☐Start ■Discard ☐Submit ■Edit

QCR Management (Administrator)

■Edit

QCR Section

■Delete

QCR Branch Chief

QCR Assign List

■Enabled ☐Assign Interviewer ■Assign Team Leader

QCR My List Query

■All My Reviews ■My Active Reviews ■My Completed Reviews
■My Reviews to Approve

17. LHD User Roles

LHD Case Manager

Client Management

■Create ■View ■Edit ☐Edit Date of Death

Standard Assessment

■List ☐Edit ■View ■View Results

Standardized Screening Management

■Create ■Edit ■View ■List ☐Submit ■Discard

Standardized Screening Result

■Create ■Edit ■View ■List

Pre-Screening Management

■Create ■View ■List ■Edit ■Submit ■Discard

Waiver Waiting List Management

■Create ☐View ☐List ☐Edit ☐Create (Administrator Level) ☐Search

LHD Representative

Client Management

■Create ■View ■Edit ☐Edit Date of Death

Standard Assessment

■List ☐Edit ■View ■View Results

LHD Representative

Standardized Screening Management

☐Create ☐Edit ■View ■List ☐Submit ☐Discard

Standardized Screening Result

■Create ■Edit ■View ■List

Pre-Screening Management

■Create ■View ■List ■ Edit ■Submit ■Discard

Waiver Waiting List Management

■Create ☐View ☐List ☐ Edit ☐Create (Administrator Level) ☐Search

LHD Nurse Coordinator

Client Management

☐Create ■View ☐Edit ☐Edit Date of Death

Standard Assessment

■Assignment ■Create ■Discard ■Edit ■Prepare Offline ■Cancel Offline
■Save ■Submit ■View ■List ■View Results ■List Results

Standardized Screening Management

■Create ■Edit ■View ■List ☐Submit ■Discard

Standardized Screening Result

■Create ■Edit ■View ■List

Pre-Screening Management

■Create ■View ■List ■Edit ■Submit ■Discard

Waiver Waiting List Management

■Create ☐View ☐List ☐Edit ☐Create (Administrator Level) ☐Search

LHD Nurse
Client Management ☐Create ■View ☐Edit ☐Edit Date of Death
Standard Assessment ☐Assignment ■Create ■Discard ■Edit ■Prepare Offline ☐Cancel Offline ■Save ■Submit ■View ■List ■View Results ■List Results
Standardized Screening Management ■Create ■Edit ■View ■List ☐Submit ■Discard
Standardized Screening Result ■Create ■Edit ■View ■List
Pre-Screening Management ■Create ■View ■List ■Edit ■Submit ■Discard
Waiver Waiting List Management ■Create ☐View ☐List ☐Edit ☐Create (Administrator Level) ☐Search

18. MAP User Roles

MAP Staff
Client Management ■Create ■View ■Edit ☐Edit Date of Death
Pre-Screening Management ■Create ■View ■List ■ Edit ■Submit ■Discard
Screening Request ■Create
Standardized Screening Management ■Create ■Edit ■View ■List ■Submit ■Discard
Standardized Screening Result ■Create ■Edit ■View ■List

MAP Staff
Waiver Waiting List Management ■Create ☐View ☐List ☐ Edit ☐Create (Administrator Level) ☐Search

MAP Administrator
Client Management ■Create ■View ■Edit ☐Edit Date of Death **My Location Management** ■Create Staff ■List Staff ■View Staff ■Edit **Pre-Screening Management** ■Create ■View ■List ■ Edit ■Submit ■Discard **Screening Request** ■Create **Standardized Screening Management** ■Create ■Edit ■View ■List ■Submit ■Discard **Standardized Screening Result** ■Create ■Edit ■View ■List **Waiver Waiting List Management** ■Create ☐View ☐List ☐ Edit ☐Create (Administrator Level) ☐Search