LTSS Roles and Permissions User Manual

January 2013

Prepared by: FEi Systems

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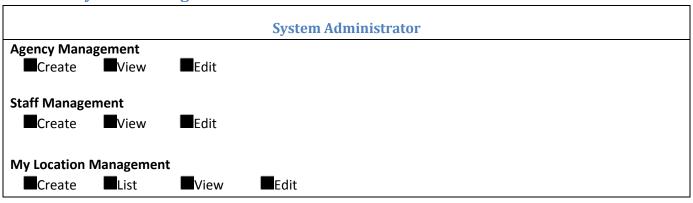
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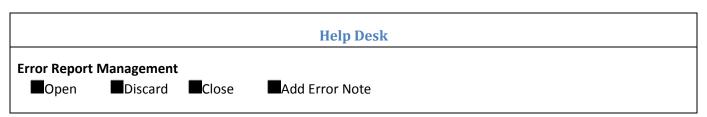
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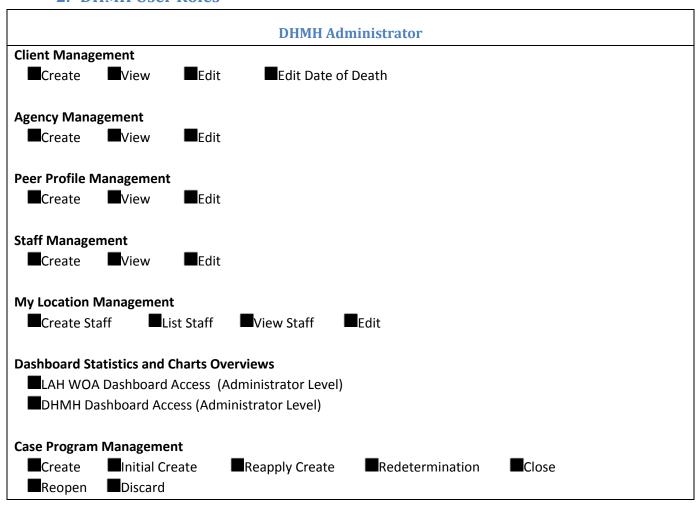
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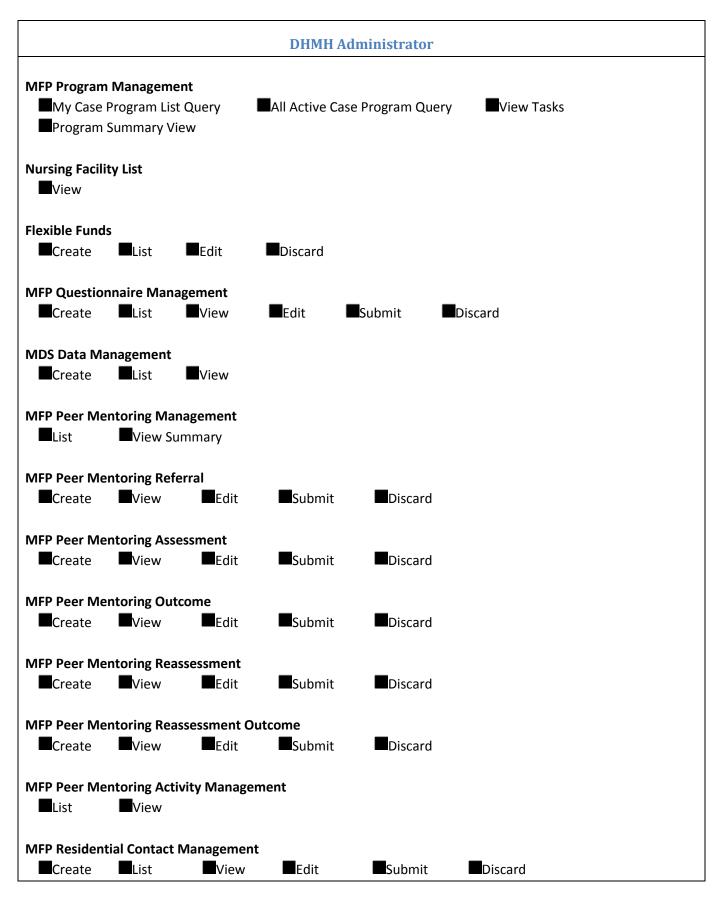
1. System Management User Roles





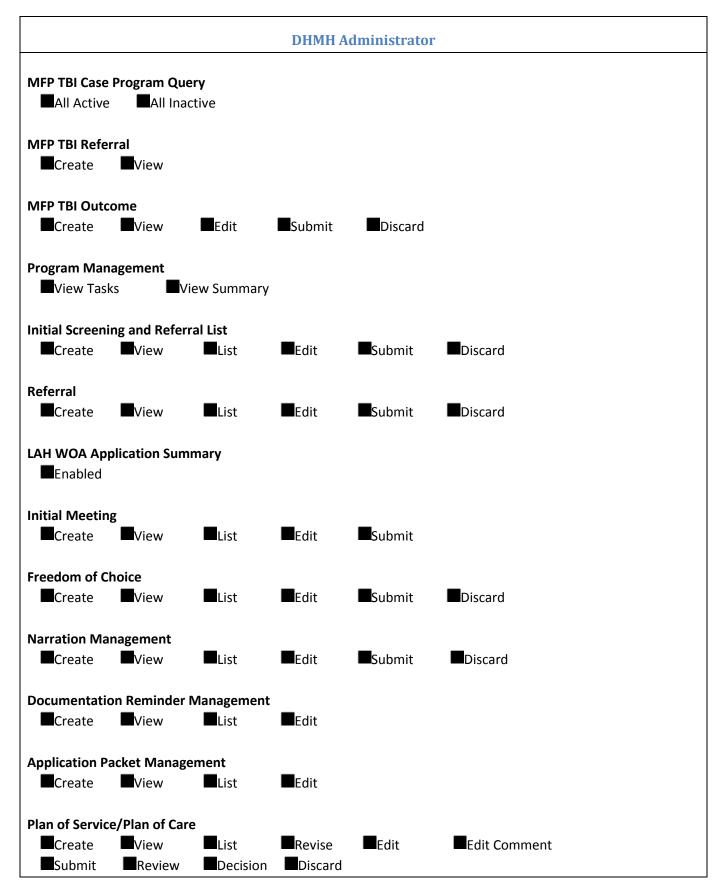
2. DHMH User Roles

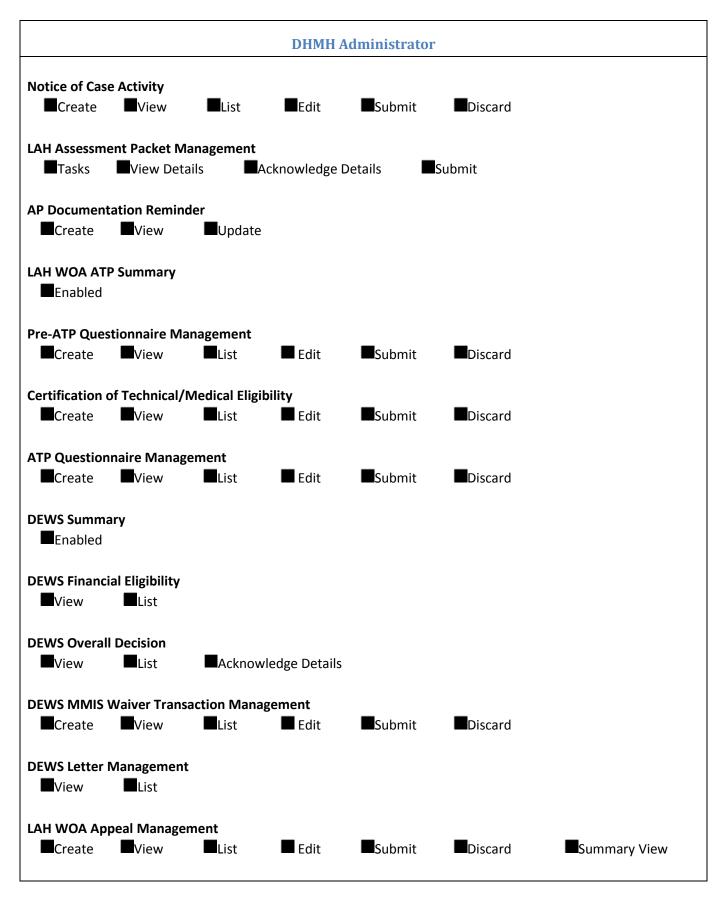


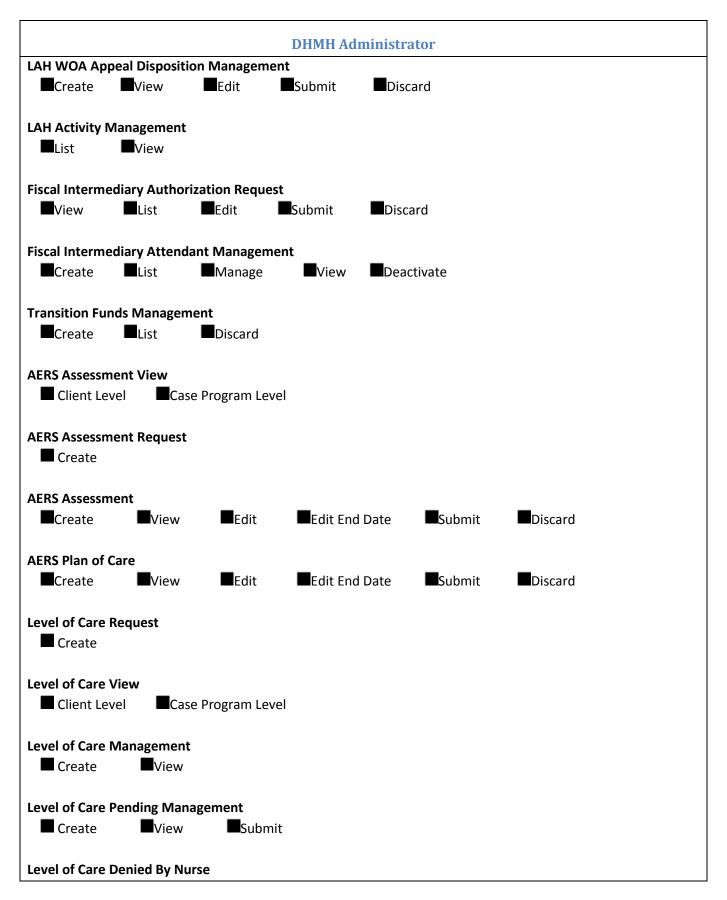


DHMH Administrator						
MFP Non-Residential Contact Management ■List ■View						
MFP Housing User Activity Management List View						
MFP Housing User Activity History View (All client history can be seen, including those created by other MFP System Users)						
MFP Ongoing Peer Support Referral						
☐ 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						
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Edit Expenses						
MFP Housing Assistance Outcome						
■Create ■View ■Edit ■Submit ■Discard						

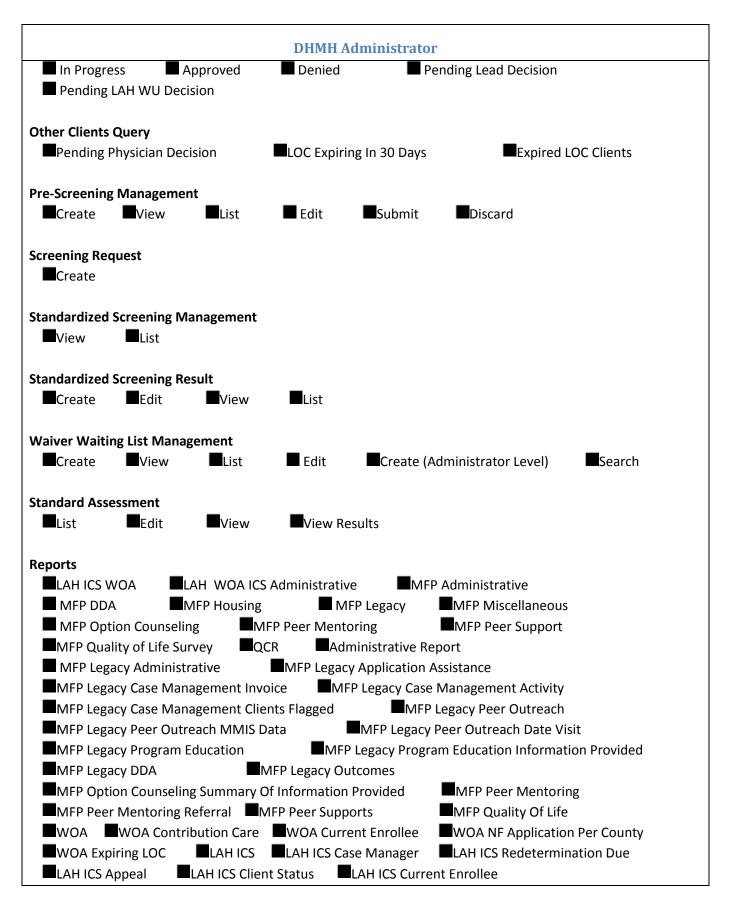
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MFP Housing Assistance Reassessment Create View Edit	Outcome Submit	Discard	
Public Housing Assistance ☐ Create ☐ List ☐ View	Edit	Submit	Discard
MFP Housing Assistance Activity Manag	gement		
MFP Options Counseling ☐ Create ☐ List ☐ View ☐ View Summary	■Edit	Submit	Discard
MFP Options Counseling Referral ☐Create ☐View ☐Close	Discard		
MFP Options Counseling Application As Create View Edit	sistance Submit	Discard	
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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
■View ■ Edit ■Submit
Level of Care Denied By Physician View Edit Submit
Level of Care Approval Affirmation Wiew 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 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 Expiring In 15 Days ■ WOA Advisory Letter Expiring In 15 Days
POS/POC Case Program Query Pending Coordinator Decision Pending MDOA Decision Expired LOC Clients

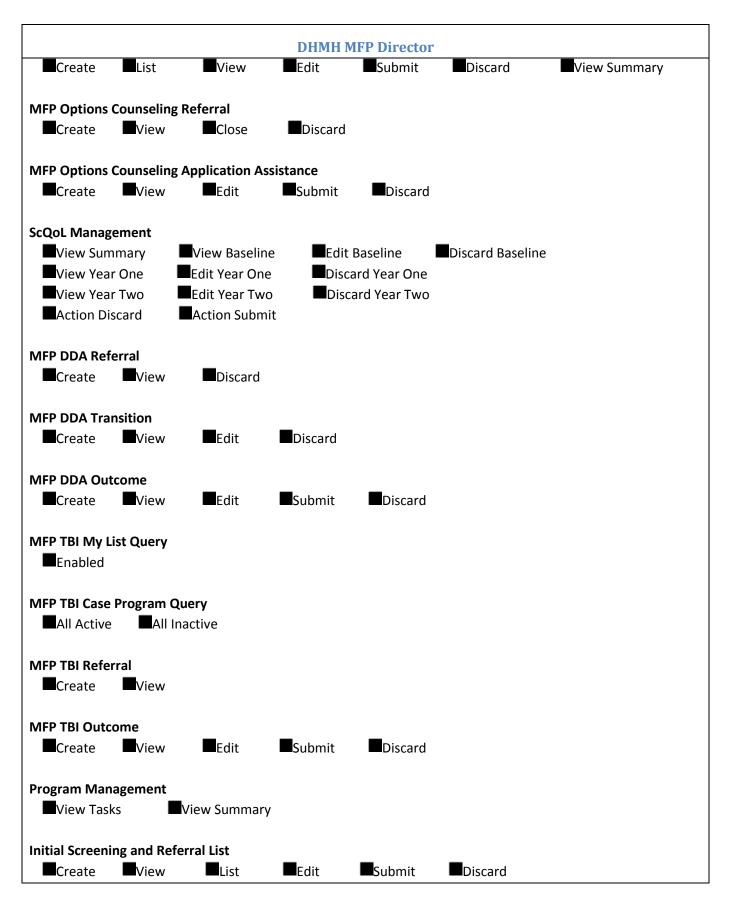


LAH ICS Nursing Home Transition	DHMH Administrator LAH ICS Overdue Assessment Packets	
■LAH ICS POS/POC ■LAH ICS WO	DA Application Status	
LAH ICS WOA Case Management In	voice	
LAH ICS WOA Current Address	■LAH ICS WOA DEWS Application Expiration	
LAH ICS WOA Monthly	■LAH ICS WOA State Stat	
LAH ICS WOA 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 MF	P Director		
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MFP Peer Me	ntoring Outco	ome				
Create	View	Edit	Submit	Discard		
MFP Peer Me	ntoring Reass	essment				
Create	View	Edit	Submit	Discard		
MFP Peer Me	ntoring Reass	essment Out	come			
Create	View	Edit	Submit	Discard		
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MFP Resident	ial Contact M	lanagement				
Create	List	View	Edit	Submit	Discard	
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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				
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MFP Ongoing	Peer Support	Reassessmer	nt Outcome			
Create	View	Edit	Submit	Discard		
MFP Ongoing List	Peer Support View	Activity Man	agement			
MFP Housing	Assistance Re	eferral				
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DHMH MFP Director						
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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						
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■MFP Legacy Program	_				
■MFP Legacy DDA	■MFP Legacy Outcomes				
	ing Summary Of Information Provided MFP Peer Mentoring				
MFP Peer Mentoring					
■LAH ICS WOA Case N	Management Invoice LAH ICS WOA QOL Survey				
Case Manager Repor	t				

DHMH Housing Coordinator						
Case Program Management ■ Create						
MFP Program Management ☐My Case Program List Query ☐All Active Case Program Query ☐Program Summary View ☐View Tasks						
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 Activi	ity Management	
Create List	■View ■Edit	Discard
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MFP Housing	MFP Miscellaneous	Case Manager Report

DHMH Housing Specialist							
MFP Program Management							
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MFP Housing Assistance Assessment							
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MFP Housing Assistance Reassessment							
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Edit Expenses			
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MFP Housing Assistance A ■Create ■List	activity Management ■View ■Edit	Discard	
MFP Housing User Activity Create List	y Management ■View ■Edit	Discard	
Reports MFP Housing	■MFP Miscellaneous	■Case Manager Report	

DHMH Physician						
Client Management ☐ Create						
Program Management View Tasks View Summary						
LAH WOA Appeal Management □Create						
LAH WOA Appeal Disposition Management ☐Create						
AERS Assessment Request Create						
AERS Assessment □Create ■View □Edit □Edit End Date □Submit □Discard						

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AERS Plan of Care	е				
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Other My List Qu Clients Pendi	ing Physician (Decision	Clients LOC Expir	ing In 30 Days	
Medical Appeal N	_	osition View	WOA Case Progr	am	

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						

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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		ouse i rogrami Q						
Frogram 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	\square Submit	□Discard					

Documentatio ☐Create	n Reminder N	∕lanagement ■List	□Edit			
Plan of Service Create Submit	e/Plan of Care ■View □Review	■List □Decision	□Revise □Discard	□Edit	□Edit Comment	
Notice of Case ☐Create	Activity Wiew	List	□Edit	□Submit	□Discard	
LAH WOA ATP Enabled	Summary					
ATP Question	naire Manage Wiew	ment ■List	□Edit	□Submit	□Discard	
DEWS Summa Enabled	ry					
DEWS Financia ✓ View	al Eligibility List					
DEWS Overall Decision View List Acknowledge Details						
DEWS MMIS V □Create	Vaiver Transac View	ction Manage	ement Edit	□Submit	□Discard	
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AERS Assessmen		rogram Level			
AERS Assessmen	t ■View	□Edit	□Edit End Date	□Submit	□Discard
AERS Plan of Care ☐Create	e ■View	□Edit	□Edit End Date	□Submit	□Discard
Level of Care View Client Level Case Program Level					
Level of Care Ma	nagement ■View				
Level of Care Pen	ding Manage Wiew	ment □Submit			
Level of Care Der	nied By Nurse	□Submit			
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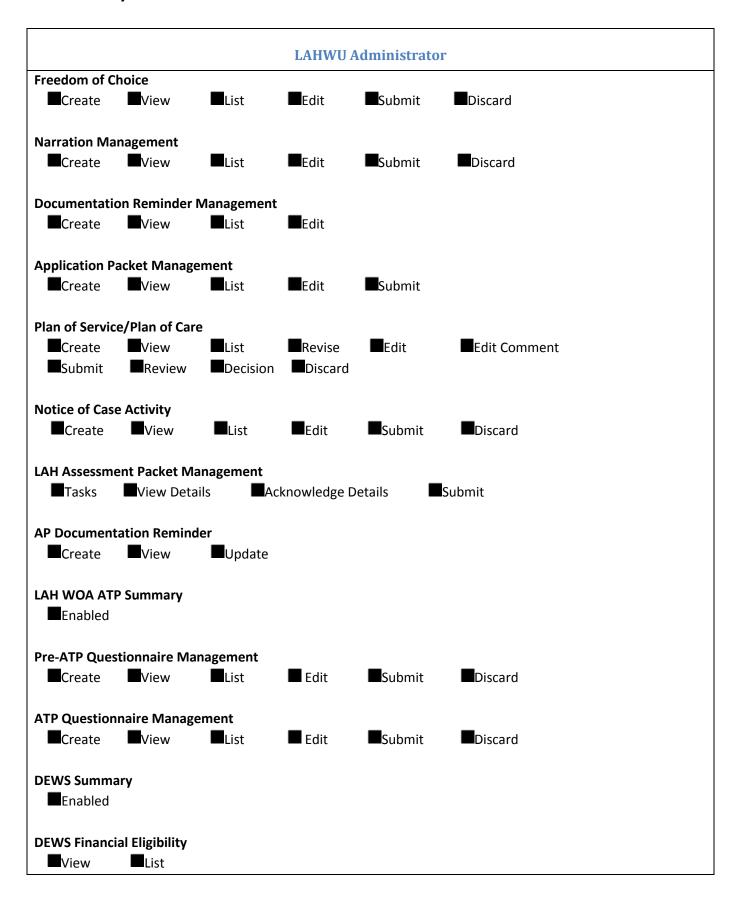
DHMH Quality Assurance Staff (read only)						
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MFP Program Management ☐ My Case Program List Query ■ Program Summary View		☐All Active Case Program Query ■View Tasks				
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Initial Screening and Refer ☐Create ✓View	ral List List	□Edit	□Submit	□Discard		
Referral □Create V iew	List	□Edit	□Submit	□Discard		
LAH WOA Application Summary Enabled						
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Narration Management ☐Create	List	□Edit	□Submit	□Discard		
Documentation Reminder ☐Create	Management List	□Edit				
Plan of Service/Plan of Car □Create	re ■List □Decision	□Revise □Discard	□Edit	□Edit Comment		
Notice of Case Activity ☐Create ■View	List	□Edit	□Submit	□Discard		
LAH WOA ATP Summary						

Enabled						
Pre-ATP Questionnaire Mar	nagement					
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Certification of Technical/N	/ledical Eligib	ility				
□Create ■View	List	□Edit	□Submit	□Discard		
ATP Questionnaire Manage	ement					
□Create ■View	List	☐ Edit	□Submit	□Discard		
DEWS Summary Enabled						
DEWS Financial Eligibility ■View ■List						
DEWS Overall Decision ■View ■List	Acknowle	edge Details				
DEWS MMIS Waiver Transaction Management						
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DEWS Letter Management ■View ■List						
LAH WOA Appeal Managen	nent					
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LAH Activity Management ■List ■View						
AERS Assessment View ☐ Client Level	e Program Le	vel				
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□Create ■View	□Edit	□Edit En	d Date	Submit Discard		

AERS Plan of Car	e View	□Edit	□Edit End Date	□Submit	□Discard	
Level of Care Vie		rogram Leve	I			
Level of Care Ma	nagement View					
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LAH ICS WO	■LAH ICS WOA ■LAH ICS Appeal Report ■Case Manager Report					

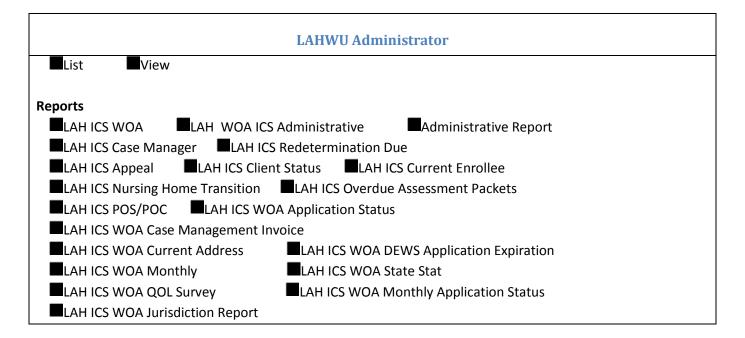
3. LAHWU User Roles

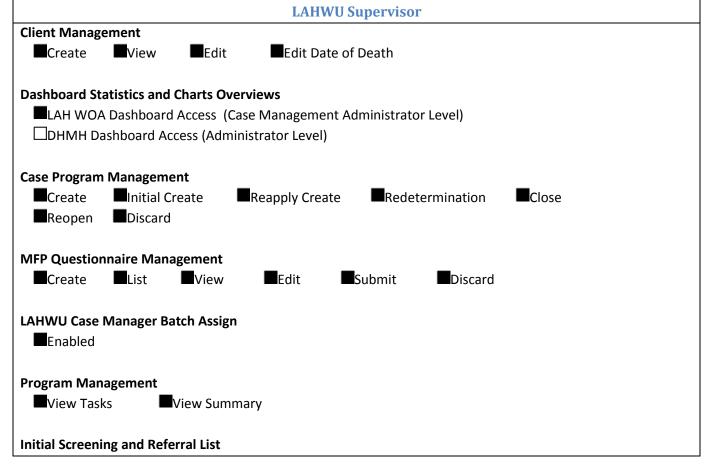
LAHWU Administrator
Client Management Create View Edit Edit Date of Death
Dashboard Statistics and Charts Overviews ■LAH WOA Dashboard Access (Case Management Administrator Level) □DHMH Dashboard Access (Administrator Level)
Case Program Management ☐ Create ☐ Initial Create ☐ Reapply Create ☐ Redetermination ☐ 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

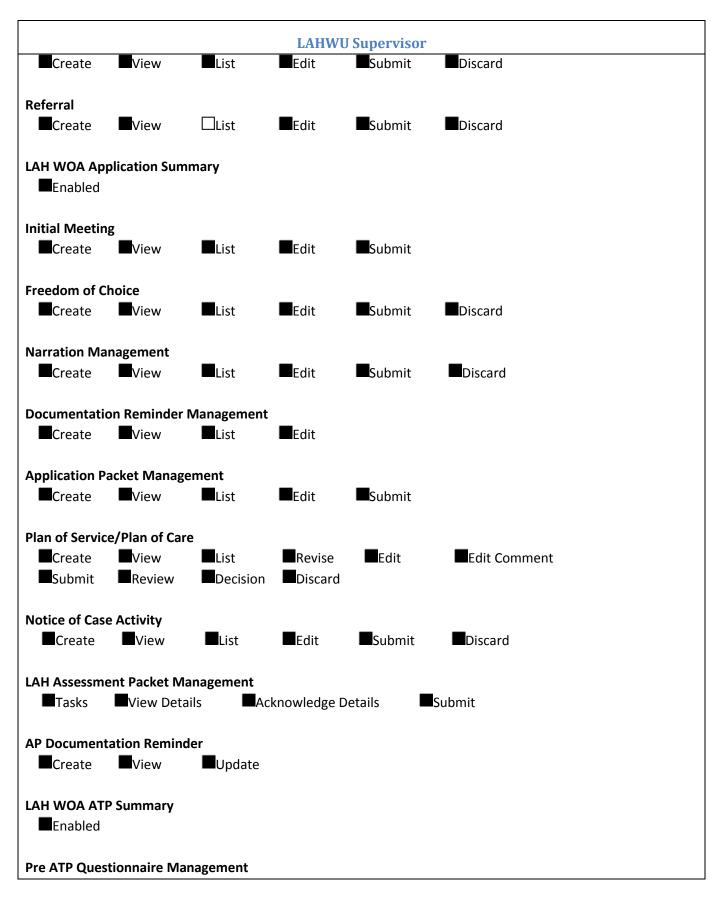


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DEWS Overall Decision						
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LAH WOA Appeal Dispos	sition Manageme	nt				
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LAHWU Administrator
Level of Care Denied By Nurse Wiew □ Edit □ Submit
Level of Care Denied By Physician ■View □ Edit □ Submit
Level of Care Approval Affirmation ■View □ Edit
ICS Cost Neutrality Create List
Clients Pending Physician Decision Clients Expired LOC All Redetermination in 30 days All Redetermination Appeals Without Disposition Case Program Applications Expired Query Advisory Letter Expired Unassigned LAHWU Clients Clients LOC Expiring In 30 Days All Clients Case Program All Redetermination in 60 days Applications Expiring In 15 Days Advisory Letter Expiring In 15 Days Clients Need Fiscal Intermediary Acknowledged Clients Need Fiscal Intermediary Acknowledged 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 Expired LOC
Standard Assessment List View View Result
Standardized Screening







LAHWU Supervisor										
Create	View	List	Edit	Submit	Discard					
ATP Question	naire Manage	ment								
Create	View	List	Edit	Submit	Discard					
DEWS Summa	w									
Enabled	ıy									
DEWS Financia	al Eligibility									
View	List									
DEWS Overall	Decision									
View	List	Acknowle	edge Details							
DEWS MMIS V	Vaiver Transa	ction Manage	ement							
Create	View	List	Edit	Submit	Discard					
DEMC Latter B										
DEWS Letter N Wiew	List									
LAH WOA App Create	eal Managen ■View	nent List	■ Edit	Submit	Discard	Summary View				
■ Create	■ view	LIST	Euit	■ Submit	■Discaru	■Summary view				
LAH WOA App				_						
Create	View	Edit	Submit	Discard						
LAH Activity N	/lanagement									
List	View									
Fiscal Interme	diary Authori	zation Reque	ct							
View	List	Edit	Submit	Discard						
e *	J									
Fiscal Interme Create	List	Managem Manage	ent ■View	Deactivate						
		Ü								
Transition Fun										
Create	List	Discard								
AERS Assessm	_									
☐ Client Lev	/el ■Case	e Program Lev	⁄el							

			LAHWU Supervis	or	
AERS Assessmen Create	t Request				
AERS Plan of Car ☐Create	e View	□Edit	□Edit End Date	□Submit	□Discard
Level of Care Ma	nagement View				
Level of Care Per	nding Manage ■View	ment □Submit			
Level of Care De	nied By Nurse	□Submit			
Level of Care Der	nied By Physic	ian □Submit			
Level of Care App	proval Affirma	tion			
ICS Cost Neutrali Create	ty ■List				
■ All Redeterm ■ Appeals With ■ Applications ■ Advisory Let ■ Unassigned I	ing Physician E ed LOC nination in 30 o nination hout Dispositio Expired Query	days on Case Prog v	■Applications Expi ■Advisory Letter E ■Clients Need Fisc	rogram tion in 60 days ring In 15 Days xpiring In 15 Da	Acknowledged
POS/POC Case Properties Case P	Case Program ase 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 WOA ICS Administrative** LAH ICS WOA **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

Client Manag	ement							
Create	View	Edit	E dit [Date of Death				
Case Progran	n Manageme	nt						
Create	Initial Cr	eate	Reapply Cr	eate Re	determinat	tion	Close	
Reopen	□Discard							
MFP Questio	nnaire Mana	gement						
Create	List	View	Edit	Submit	■ Die	scard		

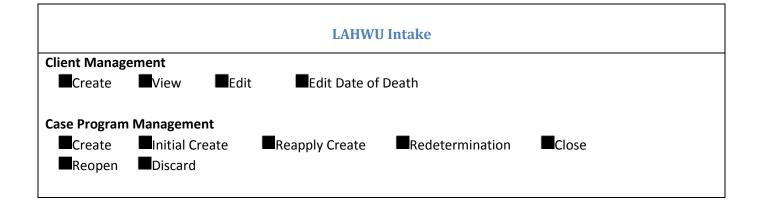
LAHWU Case Manager ■Enabled	r Batch Assign				
Program Management View Tasks	t View Summary				
Initial Screening and R Create View		■Edit	Submit	Discard	
Referral Create View	ı □List	■Edit	Submit	Discard	
LAH WOA Application ■Enabled	Summary				
Initial Meeting Create View	u ■List	■Edit	Submit		
Freedom of Choice Create View	List	■Edit	Submit	Discard	
Narration Management Create View		Edit	Submit	Discard	
Documentation Remir Create View		Edit			
Application Packet Ma Create View	_	■Edit	Submit	Acknowledge	
Plan of Service/Plan o Create View Submit Review	List	Revise Discard	■Edit	Edit Comment	
Notice of Case Activity Create View		■Edit	Submit	Discard	Acknowledge
LAH Assessment Packe ■Tasks ■View	_	knowledge De	etails E S	Submit A ct	knowledge

AP Document	ation Remind	er				
Create	View	Update				
LAH WOA ATI	Summary					
■Enabled						
Pre ATP Ques	tionnaire Mar	nagement				
Create	View	List	Edit	Submit	Discard	
ATP Question	naire Manage	ement				
Create	View	List	Edit	Submit	Discard	
DEWS Summa	arv					
Enabled	,					
DEWS Financi	al Fligibility					
View	List					
DEWS Overall	Decision					
■View	List	Acknowle	edge Details			
DEWS MMIS	Waiver Transa	action Manag	ement			
Create	View	List	Edit	Submit	Discard	
DEWS Letter I						
View	List					
LAH WOA Apı	peal Managen	nent	_			_
□Create	View	List	☐ Edit	\square Submit	□Discard	Summary View
Disposition	on View	Acknowl	edge			
LAH WOA Apı	peal Disposition	on Managem	ent			
Create	View	Edit	Submit	Discard		
LAH Activity N	/lanagement					
List	View					
Fiscal Interme	ediary Authori	ization Reque	est			
View	List	Edit	Submit	Discard		
Fiscal Interme	ediary Attenda	ant Managem	nent			

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Create	List	Manage	View	Deacti	vate	
Transition Fur	nds Managem	ent				
Create	List	Discard				
AERS Assessm ☐ Client Lev	_	e Program Level				
CIICITE LEV	7C1 = Ca3	e i rogram Lever				
AERS Plan of 0	Care	_	_		_	_
□Create	View	□Edit	□Edit End Da	ate	□Submit	□Discard
Level of Care I	Management					
Create	_	Case Program Le	evel)			
Level of Care I	_	_				
☐ Create	View	□Submit				
Level of Care I	Denied By Nu	rse				
View	☐ Edit	\square Submit				
	a					
Level of Care I						
View	☐ Edit	□Submit				
Level of Care	Approval Affi	rmation				
View	☐ Edit					
Level of Care I	Decision Ackr	nowledge				
Enabled	Jecision Acki	iowicuge				
ICS Cost Neuti	· —					
Create	List					
LAH My List Q	uery					
Clients Pe	nding Physici	an Decision	Clients LO	C Expirin	ng In 30 Days	
Clients Ex	pired LOC		All Redete	rminatio	on in 30 days	
All Redet	ermination in	60 days				
■All Redete	ermination		All Clients	Case Pr	ogram	
■Appeals V	Vithout Dispo	sition Case Progi	ram			
Application	ns Expired Q	uery	Application	ns Expiri	ing In 15 Days	i
Advisory I	_etter Expired	I	Advisory L	etter Ex	piring In 15 D	ays
■My Eligibi	lity 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 Result View **Standardized Screening** List View **Reports** LAH WOA ICS Administrative LAH ICS WOA 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								
LAHWU Case Manager Batch Assign								
Enabled								
Program Management								
■View Tasks ■View Summary								
Level of Care Management								
☐ Create								
Level of Care Request								
■ Create								
LAH My List Query								
■ Unassigned LAHWU Clients								

LAHWU Read Only Staff									
Client Management ☐Create View	□Edit	□Edit Da	□Edit Date of Death						
MFP Questionnaire Management □Create ■List ■View □Edit □Submit □Discard									
Program Management View Tasks									
Initial Screening and Refe ☐Create ✓View	erral List List	□Edit	□Submit	□Discard					
Referral □Create ■View	□List	□Edit	□Submit	□Discard					
LAH WOA Application Summary Enabled									

LAHWU Read Only Staff								
Freedom of Cl	noice	_	_		_			
□Create	View	List	□Edit	□Submit	□Discard			
	_							
Narration Ma		- 1.5	Печи		□ n :			
□Create	View	List	□Edit	□Submit	□Discard			
Documentation	n Reminder N	/lanagement						
□Create	View	List	□Edit					
Plan of Service	e/Plan of Care							
□Create	View	List	\square Revise	□Edit	☐Edit Comment			
□Submit	\square Review	Decision	\square Discard					
Notice of Case		_						
□Create	View	List	□Edit	□Submit	□Discard			
I All Assessmen	nt Dacket Ma							
LAH Assessme Tasks	View Detai		knowledge D	otaile 🗆	Submit			
■ Tasks	■view Detai	15 — AC	Kilowieuge D	etalis 🗀	oubiliit.			
AP Document	ation Reminde	er						
□Create	View	□Update						
LAH WOA ATF	Summary							
Enabled								
Pre-ATP Ques	_	_						
□Create	View	List	☐ Edit	□Submit	□Discard			
ATP Question	naira Managa	mont						
Create	View	List	□Edit	□Submit	□Discard			
Шегеате	■ VICW	List	Lait	шэиынн	EDISCAI G			
DEWS Summa	ry							
Enabled	•							
DEWS Financi	al Eligibility							
View	List							
DEWS Overall								
View	List	Acknowle	edge Details					

LAHWU Read Only Staff								
DEWS MMIS W	aiver Transact Wiew	ion Manago List	e ment	□Submit	□Discard			
DEWS Letter M a	anagement List							
LAH WOA Appe		nt List	□Edit	□Submit	□Discard	□Summary View		
LAH WOA Appe		Manageme □Edit	ent □Submit	□Discard				
LAH Activity Ma	anagement View							
Fiscal Intermed		ition Reque □Edit	st □Submit	□Discard				
Fiscal Intermed Create		t Managem □Manage	ent □View	□Deactivate	2			
Transition Fund ☐Create		n t □Discard						
Level of Care M Create	anagement Wiew (Cas	se Program	Level)					
Level of Care Pe	ending Manage	ement □Subm	it					
Level of Care De	enied By Nurso	e □Subm	it					
Level of Care De	enied By Physi	i cian	it					
Level of Care Ap	pproval Affirm	ation						

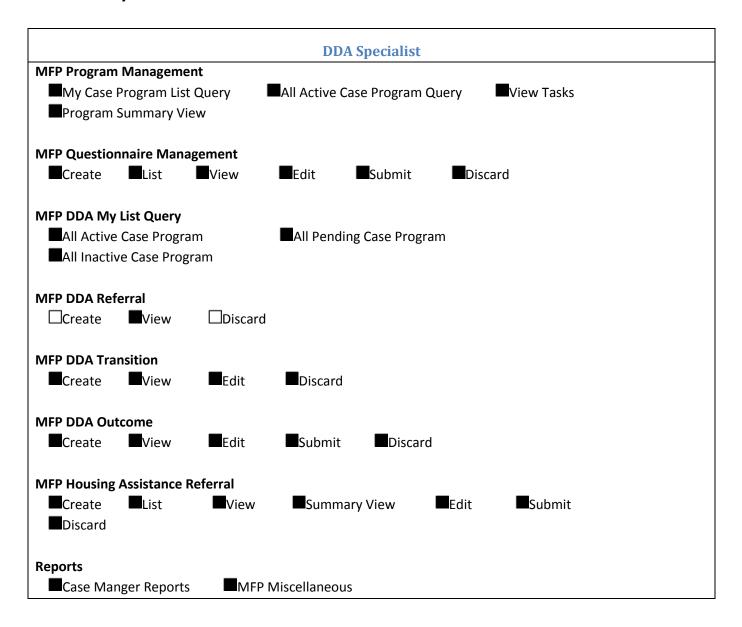
			LAHWU Re	ad Only Staff	
ICS Cost Neutr	ality ■List	:			
			Fiscal Inter	mediary Staff	
Program Mana	agement				
■View Task	s \blacksquare	View Summar	У		
Fiscal Intermed	diary Autho	orization Requ	ıest		
■View	List	□Edit	Submit	\square Discard	Acknowledge
Fiscal Intermed	diary Atter	ıdant Manageı	ment		
□Create	List	Manage	View	□Deactivate	
LAH My List Qı	uery				
	-	termediary A	cknowledged		
		termediary Re			

4. DDA User Roles

			DDA A	Administrator
Client Manag	gement View	Edit	■ Edit Date	te of Death
Case Program	n Managemo	ent		
My Location ☐ Create S	_	ıt ∟ist Staff	View Staff	■Edit

DDA Administrator
MFP Program Management My Case Program List Query Program Summary View All Active Case Program Query View Tasks
MFP Questionnaire Management Create List View Edit Submit Discard
MFP DDA My List Query All Active 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
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	



5. ScQOL User Roles

ScQOL Survey Administrator				
My Location Mana				
Create Staff	List Staff	View Staff	Edit	
Program Managem	ient			
	_			
View Tasks	View Sum	mary		
■View Tasks MFP QOL My List C		mary		

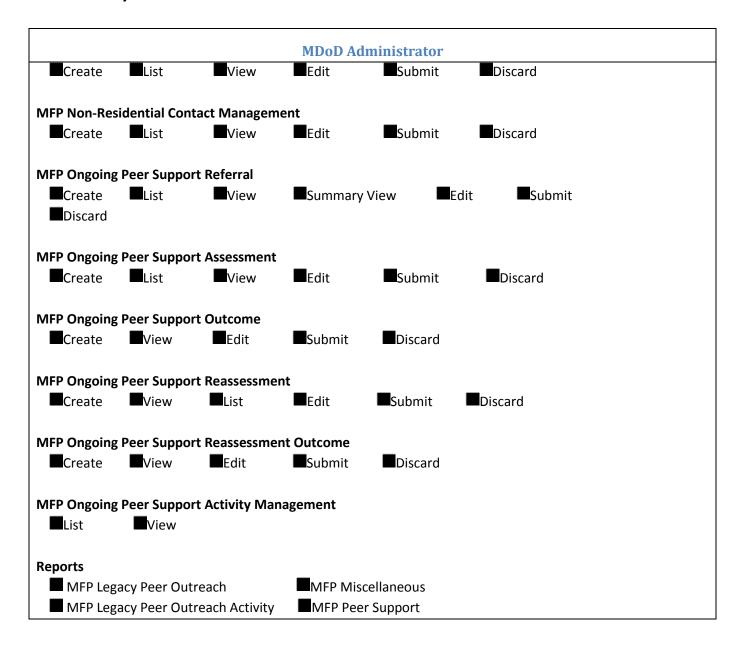
LTSSMaryland

LTSS User Roles and Permissions

ScQoL Management	ScQ	OL Survey Administrator
View Summary View Year One	View Baseline Edit Year One	■Edit Baseline ■Discard Baseline ■Discard Year One
View Year Two Action Discard	Edit Year Two Action Submit	■Discard Year Two
Reports	■ACTION SUDINIC	
MFP Quality of Life	■ MFP	Miscellaneous

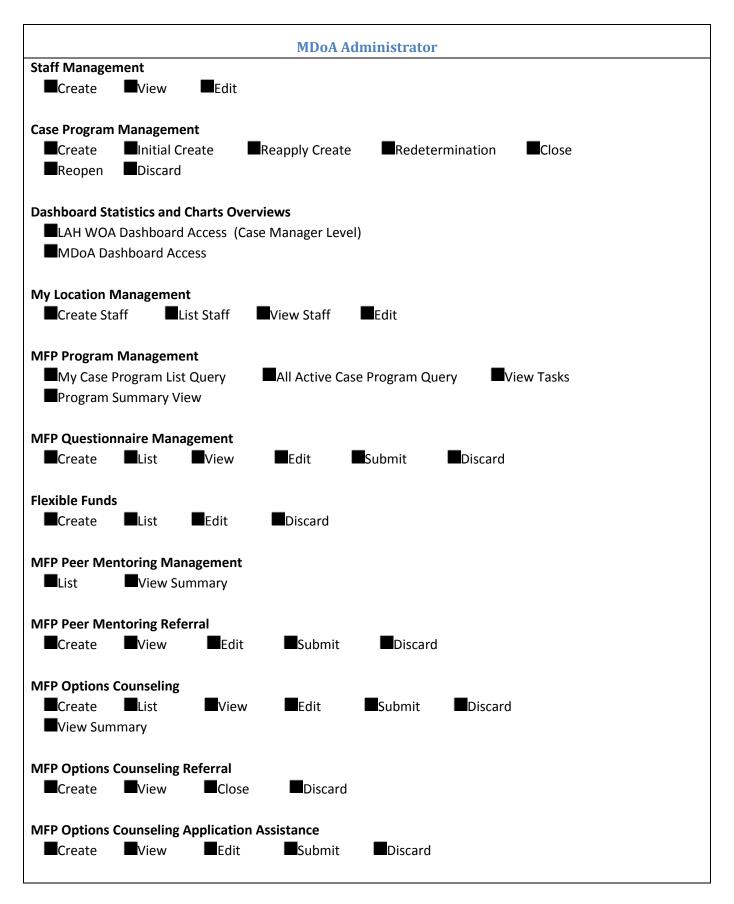
6. MDoD User Roles

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



7. MDoA User Role

		MDoA Administrator	
ement			
View	Edit	Edit Date of Death	
lanagement	t		
View	Edit		
	lanagement	■View ■Edit	ement View Edit Edit Date of Death lanagement



			MDoA A	dministrat	or		
MFP Housing	Assistance Re	eferral					
Create	List	View	Summar	y View	Edit	Submit	
Discard							
Program Mana	_						
View Task	S ■Vi	ew Summary					
Initial Screenii	_		_	_	_		
Create	View	List	Edit	Submit	Discard	d	
Initial Meeting	3						
Create	View	List	Edit	Submit			
Freedom of Ch	noice						
Create	View	List	Edit	Submit	Discard	d	
Narration Mai	nagement						
Create	View	List	Edit	Submit	Discar	·d	
Documentation	n Reminder I	Management					
Create	View	List	Edit				
Application Pa	icket Manage	ement					
Create	View	List	Edit				
Plan of Service	e/Plan of Car	e					
Create	View	List	Revise	Edit	■Edit C	Comment	
Submit	Review	Decision	Discard				
Notice of Case	Activity						
Create	View	List	Edit	Submit	Disca	rd	
LAH WOA ATP	Summary						
Enabled							
Certification o	f Technical/N	Лedical Eligibi	lity				
Create	View	List	Edit	Submit	Disca	rd	
ATP Question	naire Manage	ement					
Create	View	List	Edit	Submit	Disca	rd	

		MDoA Administ	trator	
DEWS Summary ■Enabled				
DEWS Financial Eligibility ■View ■List				
DEWS Overall Decision ■View ■List	Acknowled	lge Details		
DEWS MMIS Waiver Transa ■Create ■View		ment ■ Edit ■Sub	mit D iscard	I
DEWS Letter Management ■View ■List				
LAH WOA Appeal Manager ☐Create ☐View	ment List	■ Edit ■ Sub	mit ■ Discard	Summary View
LAH WOA Appeal Dispositi Create ✓ View	on Managemei Edit		iscard	
LAH Activity Management List View				
Transition Funds Managem Create ■List	nent ■Discard			
AERS Assessment View Client Level Cas	e Program Leve	اذ		
AERS Assessment Request Create				
AERS Assessment ☐Create ■View	□Edit	□Edit End Date	□Submit	□Discard
AERS Plan of Care ☐Create	□Edit	□Edit End Date	□Submit	□Discard

		MDoA Admini	strator	
Level of Care Req	uest			
Level of Care Vie	w			
☐ Client Level	Case Pro	ogram Level		
Level of Care Ma ☐Create	nagement Wiew			
Level of Care Pen	ding Managen	nent		
☐ Create	View	□Submit		
Level of Care Der	nied By Nurse			
View	☐ Edit	□Submit		
Level of Care Der	nied By Physici Edit	a n □Submit		
— View	Luit	Баринг		
Level of Care App	oroval Affirmat	ion		
WOA My List Que ■Enabled	ery			
WOA All Redeter	mination			
Due in 30 da		Due in 60 days or less	Overdue Client	S
WOA Applic	in 30 days or le	oosition Case Program In 15 Days	an Decision ■ WOA Applica A Advisory Letter Ex	•
POS/POC Case Pr	ogram Query			
Pending Coo	_	_	_	Expired LOC Clients
■ In Progress ■ Pending LAF	■ Appro I WU Decision	ved D enied	■ Pending Lead	Decision
Other Clients Que	ery			
	sician Decision	LOC Expiring In 3	0 Days	Expired LOC Clients

MDoA Adminis	trator
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 Cour	nseling Summary Of Information Provided
■MFP Miscellaneous ■WOA ■WOA Cont	ribution Care WOA Current Enrollee
■WOA Expiring LOC ■LAH ICS WOA Application	Status
■LAH ICS WOA Case Management Invoice ■LAH ICS W	OA 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						
<u>—100 —100 5400000</u>						

			MDoA	Supervisor	
MFP Peer Men Create	toring Refer	rral ■Edit	Submit	■Discard	
MFP Question	_		Edit	Submit	Discard
Program Mana Wiew Tasks	_	iew Summary			
Initial Screenin	ng and Refer	ral List ■List	■Edit	Submit	Discard
LAH WOA App ■ Enabled	lication Sum	mary			
Initial Meeting Create	View	List	Edit	Submit	
Freedom of Ch Create	oice View	List	■Edit	Submit	Discard
Narration Man	agement View	List	■Edit	Submit	Discard
Documentatio Create	n Reminder	Management ■List	■Edit		
Application Pa	cket Manago	ement List	□Edit		
Plan of Service ☐Create ☐Submit	Plan of Car View ■Review	r e ■List ■Decision	Revise	□Edit	Edit Comment
Notice of Case ■Create		■List	■Edit	■ Submit	■Discard
LAH WOA ATP ■ Enabled	Summary				

MDoA Supervisor						
Certification of T	echnical/M	edical Fligihi	litv			
	View	List	E Edit	Submit	Discard	
ATP Questionnai	re Manager View	ment List	■ Edit	Submit	Discard	
DEWS Summary Enabled						
DEWS Financial E View	iligibility ■List					
DEWS Overall De	ecision List	Acknowle	edge Details			
DEWS MMIS War	iver Transac View	tion Manage ■List	e ment	□Submit	□Discard	
DEWS Letter Ma View	nagement List					
LAH WOA Appea	View	ent ■List ■Dispositio	☐ Edit on View	□Submit	□Discard	
LAH Activity Mar	nagement View					
Transition Funds Create	Manageme List	ent Discard				
AERS Assessmen Client Level	_	Program Leve	el			
AERS Assessmen Create	t Request					
AERS Assessmen Create	t ■View	□Edit	□Edit En	nd Date	Submit	□Discard

MDoA Supervisor						
AERS Plan of Care ☐Create	□Edit	□Edit End Date	□Submit	□Discard		
Level of Care Request Create						
Level of Care View Client Level	se Program Leve	·l				
Level of Care Management ☐Create	:					
Level of Care Pending Man	agement					
☐ Create ■View	Submit	:				
Level of Care Denied By Nu ■View ☐ Edit						
■View ☐ Edit	□Submit					
Level of Care Denied By Ph	vsician					
■View □ Edit	Submit	:				
Level of Care Approval Affi	rmation					
■View ☐ Edit						
WOA My List Query						
Enabled						
WOA All Redetermination	_		_			
Due in 30 days or less	Due in	60 days or less	Overdue Clien	ts		
WOA Clients LOC Manager	ment					
LOC Expired in 30 days		Pending Physician	Decision	Expired LOC Clients		
■ WOA Appeals Withou		- ·	WOA Applic	·		
■ WOA Applications Exp	•	_	dvisory Letter Ex	·		
■ WOA Advisory Letter	Expiring In 15 Da	ays				
POS/POC Case Program Qu	IATV					
Pending Coordinator D	-	Pending MDOA De	cision	Expired LOC Clients		
	pproved I	Denied	Pending Lead	·		

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 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						

TA.

MDoA Case Manager Client Management Edit Create View 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 Mei	ntoring Mana Wiew Sum	_				
MFP Peer Mei	ntoring Reference	r al ■Edit	Submit	Discard		
MFP Question Create		_	Edit	Submit	Discard	
Program Mana ■View Task	_	ew Summary				
Initial Screening	ng and Referr	al List ■List	■Edit	Submit	Discard	
LAH WOA App ■Enabled	lication Sumi	mary				
Initial Meeting ■Create	B View	List	■Edit	Submit		
Freedom of Ch Create	noice View	List	■Edit	Submit	Discard	
Narration Mai ■Create	nagement View	List	■Edit	Submit	Discard	
Documentatio ■Create	on Reminder N	Management ■List	Edit			
Application Pa	ocket Manage Wiew	ment ■List	□Edit			
Plan of Service □Create □Submit	e/Plan of Care View Review	List Decision	□Revise □Discard	□Edit	Edit Comment	
Notice of Case	Activity View	List	■Edit	Submit	Discard	

		MDoA Ca	ase Manager		
LAH WOA ATP Summary Enabled					
Certification of Technical/Me ☐Create ☐View	edical Eligibi List	lity ■ Edit	Submit	Discard	
ATP Questionnaire Managen Create View	nent List	■ Edit	Submit	Discard	
DEWS Summary ■Enabled					
DEWS Financial Eligibility ■View ■List					
DEWS Overall Decision Wiew List	Acknowle	edge Details			
DEWS MMIS Waiver Transac ☐Create W View	tion Manage List	ement Edit	□Submit	□Discard	
DEWS Letter Management ■View ■List					
LAH WOA Appeal Manageme ☐Create	ent ■List ■Acknowle	□ Edit dge	□Submit ■Disposition	□Discard n View	Disposition Acknowledge
LAH Activity Management List View					
Transition Funds Manageme ☐Create ☐List	nt ■Discard				
AERS Assessment View ☐Client Level ■Case F	Program Leve	el			
AERS Assessment Request Create					

	MDoA Case Manager					
AERS Assessmen	t View	□Edit	□Edit End Date	□Submit	□Discard	
AERS Plan of Car	e ■View	□Edit	□Edit End Date	□Submit	□Discard	
Level of Care Red Create	quest					
Level of Care Vie		rogram Level				
Level of Care Ma	nagement View					
Level of Care Per	nding Manage View	e ment □Submit				
Level of Care De	nied By Nurse	e □Submit				
Level of Care De	nied By Physic	cian				
View	□Edit	□Submit				
Level of Care App	proval Affirm	ation				
WOA My List Qu ■Enabled	ery					
WOA All Redeter Due in 30 da		■Due in	60 days or less	Overdue Client	s	
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						

MDoA Case Manager						
POS/POC Case Program Query						
Pending Coordinator Decision	Pending MDOA Decision	Expired LOC Clients				
■ In Progress ■ Approved	■ Denied ■ Pending L	ead 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 Re	esults					
Reports						
MFP Legacy Application Assistance	MED Logacy	Case Management Invoice				
■MFP Legacy Case Management Clien	·	-				
■MFP Legacy Program Education	MFP Legacy Program Educ					
■MFP Option Counseling	■MFP Option Counseling Summa					
MFP Miscellaneous		·				
■WOA Expiring LOC ■LAH	ICS WOA Application Status					
LAH ICS WOA Case Management Invoice LAH ICS WOA Current Address						
■LAH ICS WOA DEWS Application Expi		A Monthly				
■LAH ICS WOA Monthly Application S	tatus					

MDoA Intake							
Case Program	Management						
Create	Initial Create	☐Reapply Create	☐ Redetermination	Close			
Reopen	\square Discard						
WOA My List Query Enabled Standardized Screening Management View List							
■view	List						

LTSSMaryland

LTSS User Roles and Permissions

		MDoA Intake
Standard Assessment		
■List ■View	■View Results	

8. DEWS User Roles

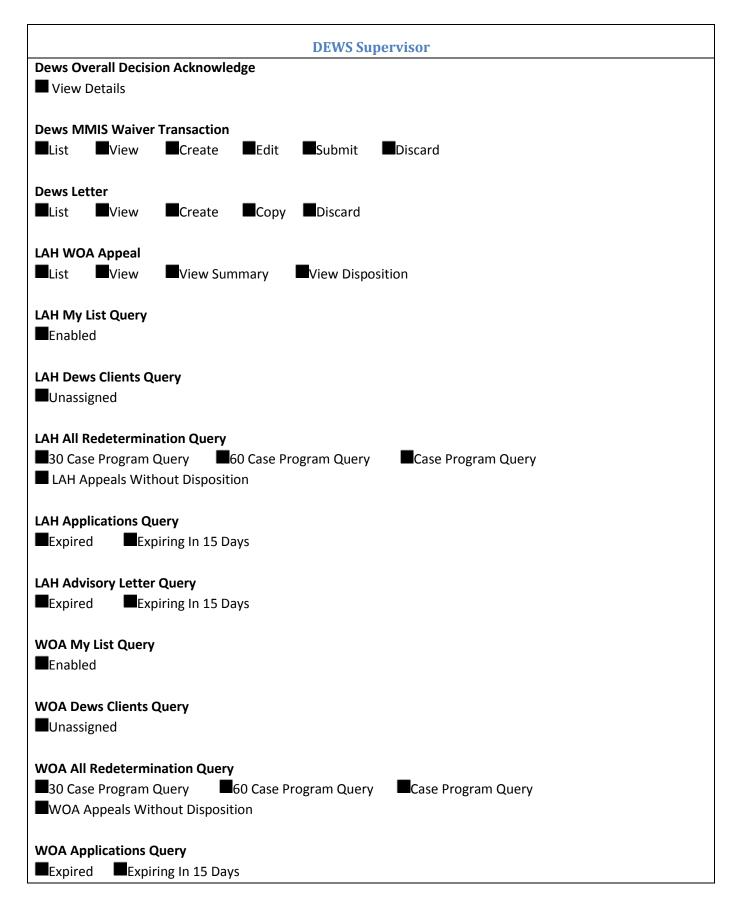
	DEWS	Administrator	ŗ		
Client Management ☐Create	□Edit Da	te of Death			
My Location Management ☐ Create Staff ☐ List Staff	View Staff	Edit			
MFP Questionnaire Management ☐Create ■List ■View	□Edit	□Submit	□Discard		
LAH DEWS Case Manager Batch Assign Enabled	1				
WOA DEWS Case Manager Batch Assig ■Enabled	gn				
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 Manageme ☐Create	nt □Edit				

DEWS Administrator						
Notice of Case A	-	_				
Create	View	List	Edit	Submit	Discard	
LAH WOA ATP S	ummary					
Enabled						
Ct:f:t:	T /8 /		lta.			
Certification of	View	List	lity □ Edit	□Submit	□Discard	
ATP Questionna	_					
□Create	View	List	□Edit	□Submit	□Discard	
DEWS Summary	,					
Enabled						
DEWS Financial Create	Eligibility View	List	Edit	Submit	Reverse	
■ Create	view	■ LISt	EUIL	Submit	■ Reverse	
DEWS Overall D	ecision					
Create	View	List	Edit	Submit	Discard	Acknowledge Details
DEIAG BABAIC IAG	· · · · · · · · · · · · · · · · · · ·	: B.G				
DEWS MMIS Wa	aiver i ransa ■View	List	Edit	Submit	Discard	
 0.eate					_ 5.550.14	
DEWS Letter Ma		_	_	_		
Create	View	List	Сору	Discard		
LAH WOA Appe	al Managem	ent				
View	List	Edit	Dispositio	n View	Summary View	
LAH My List Que Enabled	ery					
■Enabled						
LAH Unassigned	DEWS Clier	nts Query				
Enabled						
LALLAND - d-2						
LAH All Redeter Due in 30 da		■ Due i	n 60 days or I	ess O ver	due Clients	
	,c 5. 1055		55 4475 61 1		230 CHOILO	
LAH Unassigned	DEWS Clier	nts Query				

DEWS Administrator						
■Enabled						
LAH Clients LOC Management LAH Appeals Without Disposition Case Program LAH Applications Expiring In 15 Days LAH Advisory Letter Expiring In 15 Days	■ LAH Applications Expired Advisory Letter Expired					
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 Appeals Without Disposition Case Program ■ WOA Applications Expiring In 15 Days ■ WOA Advisory Letter Expiring In 15 Days	ed DEWS Clients Expired LOC Clients WOA Applications Expired A Advisory Letter Expired					
Reports WOA Current Enrollee LAH ICS Case Manager LAH ICS Appeal LAH ICS WOA DEWS Application Expiration	■ LAH ICS Redetermination Due ■ LAH ICS WOA Current Address ■ LAH ICS WOA Monthly Application Status					

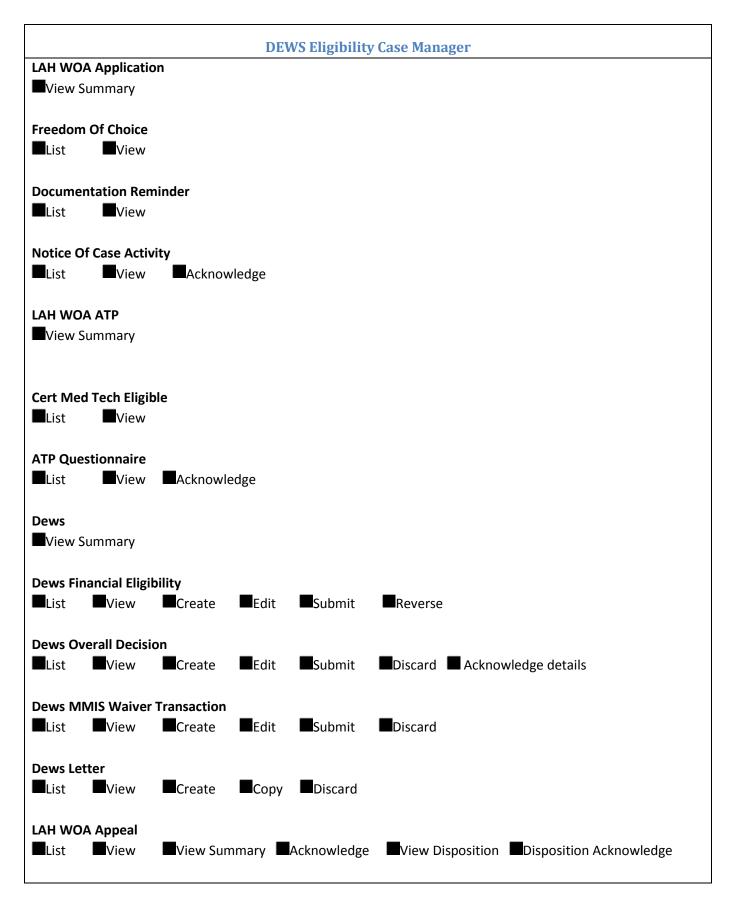
DEWS Supervisor	
Case Program ■ Re Open	
Client Management □Create ■View ■Edit	□Edit Date of Death
Assignments Enabled	
MFP Questionnaire ■ List ■ View	
LAH Dews Case Manager Batch Assign	

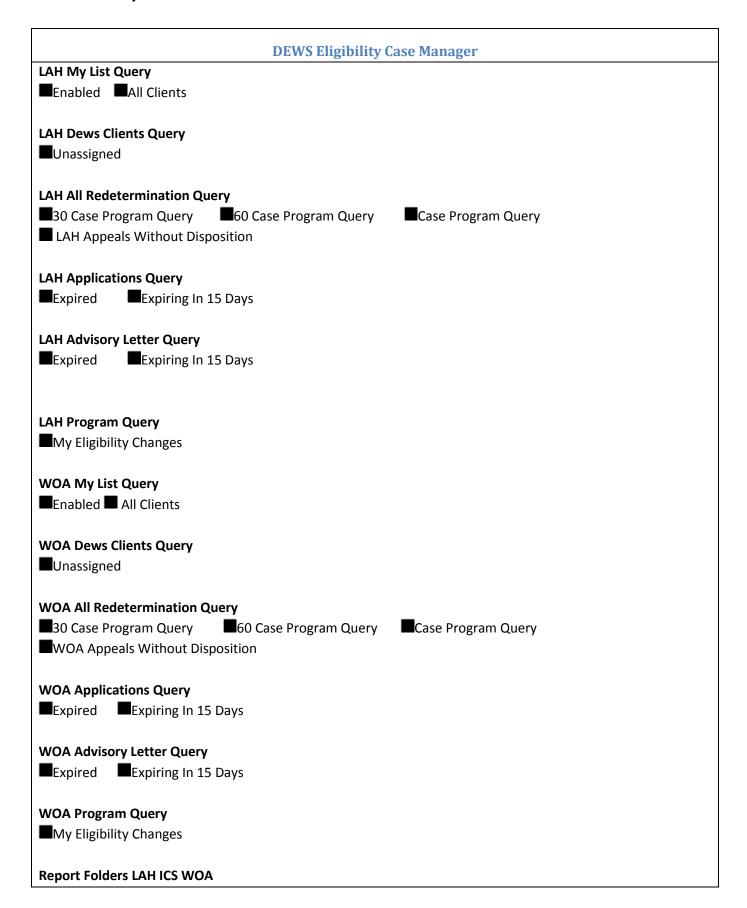
DEWS Supervisor WOA Dews Case Manager ■ Batch Assign **Program Management** View Task ■ View Summary **Case Program Redetermination Due Dates** Fdit **LAH WOA Application** View Summary **Freedom Of Choice** List View **Documentation Reminder** List View **Notice Of Case Activity** List View **LAH WOA ATP** View Summary **Cert Med Tech Eligible** List View **ATP Questionnaire** List View Dews View Summary **Dews Financial Eligibility** Create Edit Submit Reverse List View **Dews Overall Decision** List View Create Edit Submit Discard



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	
Case Program Redetermination Due Dates ■Edit	





LAH Advisory Letter Query

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

	DEWS Intake
Expired	Expiring In 15 Days
WOA My List (■Enabled	Query
WOA Dews Cli ■Unassigned	ents Query
WOA Applicat ■Expired	ions Query Expiring In 15 Days
WOA Advisory ■Expired	Letter Query 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				
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						
■Create ■View ■Edit						
Case Program Management	_	_	_			
■Create □Initial Create ■Reopen ■Discard	☐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 Delete				

MAPC Data Entry Person						
Client Management ☐Create View ☐Edit						
Case Program Management ■ Create						
MAPC ■Tasks View						

MAPC Program View Summary MAPC My Case Program Query List MAPC Program Query All Active Case	MAPC Data Entry Person
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 Wiew Create Edit Submit Certify Authorize Discard Certification Edit Authorization View Authorization View MAPC Plan Of Care Create View Edit Sign Off Discard End Date Edit MAPC Termination Create View Edit Submit MAPC Attachment	
MAPC Program Query All Active Case	■View Summary
MAPC Program Query All Active Case	
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 Authorization View Authorization View MAPC Plan Of Care Create View Edit Sign Off Discard End Date Edit MAPC Termination Create View Edit Submit	
MAPC Case Program Query Unassigned MAPC Pending Assessment Query Certification Authorization MAPC Assessment View Create Edit Submit Certify Authorize Discard 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	List
MAPC Case Program Query Unassigned MAPC Pending Assessment Query Certification Authorization MAPC Assessment View Create Edit Submit Certify Authorize Discard 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	
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 Pending Assessment Query Certification	All Active case Liviy Active case
MAPC Pending Assessment Query Certification	MAPC Case Program Query
MAPC Assessment View Create Edit Submit Certify Authorize Discard Certification View MAPC Plan Of Care Create View Edit Sign Off Discard End Date Edit MAPC Termination Create View Edit Submit MAPC Attachment	
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	S S S S S S S S S S S S S S S S S S S
MAPC Assessment View	MAPC Pending Assessment Query
■View ■Create ■Edit ■Submit □Certify □Authorize □Discard □ Certification Edit □ Authorization View ■Authorization View MAPC Plan Of Care □Create ■View ■Edit ■Sign Off ■Discard ■End Date Edit MAPC Termination □Create ■View ■Edit ■Submit MAPC Attachment	■Certification ■Authorization
■View ■Create ■Edit ■Submit □Certify □Authorize □Discard □ Certification Edit □ Authorization View ■Authorization View MAPC Plan Of Care □Create ■View ■Edit ■Sign Off ■Discard ■End Date Edit MAPC Termination □Create ■View ■Edit ■Submit MAPC Attachment	
Certification Edit	
MAPC Plan Of Care Create View Edit Sign Off Discard End Date Edit MAPC Termination Create View Edit Submit MAPC Attachment	
MAPC Plan Of Care Create View Edit Sign Off Discard End Date Edit MAPC Termination Create View Edit Submit MAPC Attachment	
Create View Edit Sign Off Discard End Date Edit MAPC Termination Create View Edit Submit MAPC Attachment	=Additionization view
MAPC Termination ■Create ■View ■Edit ■Submit MAPC Attachment	MAPC Plan Of Care
MAPC Attachment	■Create ■View ■Edit ■Sign Off ■Discard ■End Date Edit
MAPC Attachment	
MAPC Attachment	
	■Create ■View ■Edit ■Submit
	MAPC Attachment
wiew bowinioau bopioau belete	■View ■Download ■Upload ■Delete

10. AERS User Roles

			AERS Administrator		
Client Mana	Client Management				
Create	View	Edit			
Assignments	;				
■ Enabled					

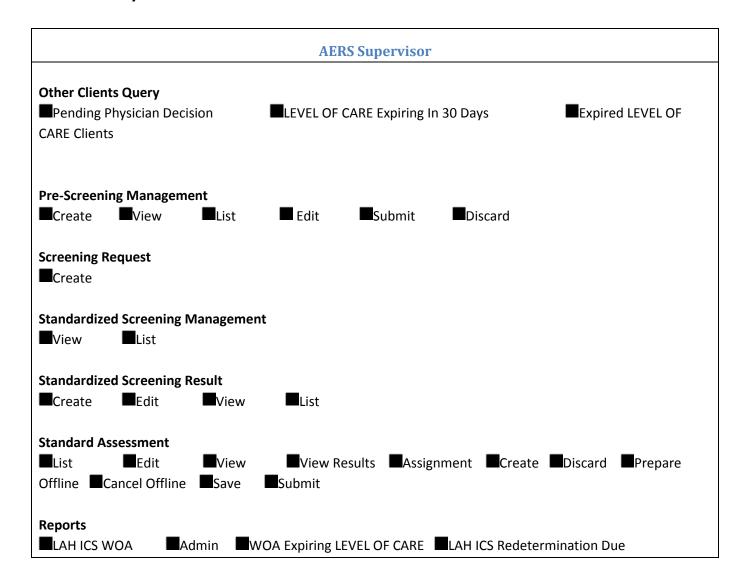
AERS Administrator
AERS Case Manager ■ Batch Assign
Program Management View Task View Summary
Client Level AERS Assessment View
Case Program Level AERS Assessment View
AERS Assessment ■View ■Create ■Edit ■Submit ■End Date Edit ■Discard
AERS Plan Of Care ■Create ■View ■Edit □Sign Off ■Submit ■Discard ■End Date Edit
Level of Care Request Create
Client Level of Care View
Case Program 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 CARE Clients ■LEVEL OF CARE Expiring In 30 Days ■Expired LEVEL OF
Pre-Screening Management Create ■View ■List ■ Edit ■Submit ■Discard
Standardized Screening Management Wiew 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 W	/OA	Admin W W	OA Expiring LEV	EL 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 Wiew Create Edit Submit End Date Edit Discard
■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 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 Clinician
Client Management Create View Edit
■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 of Care View
Level of Care ■View
Level of Care Pending Wiew
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 CARE Clients ■ Request Assessment or POC ■ LEVEL OF CARE Expiring In 30 Days ■ Expired LEVEL OF
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 of Care View
Case Program Level Level of Care View
Level of Care ■View
Level of Care Pending Wiew
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
■List □Edit ■View ■Assignment □Create Discard □Prepare Offline □Cancel Offline ■View Results

11. UCA User Roles

UCA Ac	lministrator
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 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 Expired LEVEL OF CARE Clients	LEVEL OF CARE Expiring In 30 Days
Other My List Query Enabled	
Reports ■LAH ICS WOA ■Admin □LAH ICS Redetermination Due	WOA Expiring LEVEL OF CARE

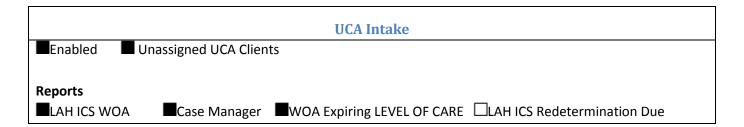
UCA Nurse
Client Management
□Create ■View □ Edit
Program Management
■ View Task ■ View Summary
Client Level AERS Assessment View
Case Program Level AERS Assessment View
AERS Assessment Request Create
AERS Assessment

UCA Nurse
View
AERS Plan Of Care □Create ■View
Client Level of Care View
Case Program 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

LICA Numan
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 AFDS Assessment
Client Level AERS Assessment
■View
Case Program Level AERS Assessment
■View
AERS Assessment Request
■ Create
AERS Assessment
■View
■View
AFRONI OSO
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

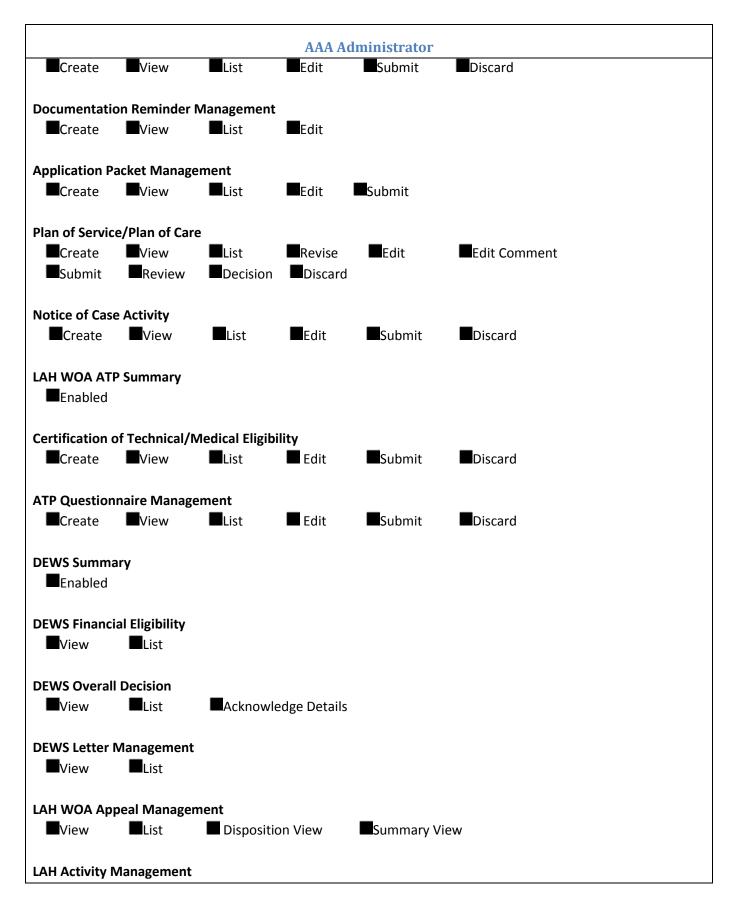
UCA Intake
UCA Case Manager ■ Batch Assign
Program Management ■ View Task View Summary
Client Level AERS Assessment View
Case Program Level AERS Assessment View
AERS Assessment ■View
AERS Plan Of Care □Create ■View □Edit □Sign Off □Submit □Discard □End Date Edit
Client Level of Care View
Case Program 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

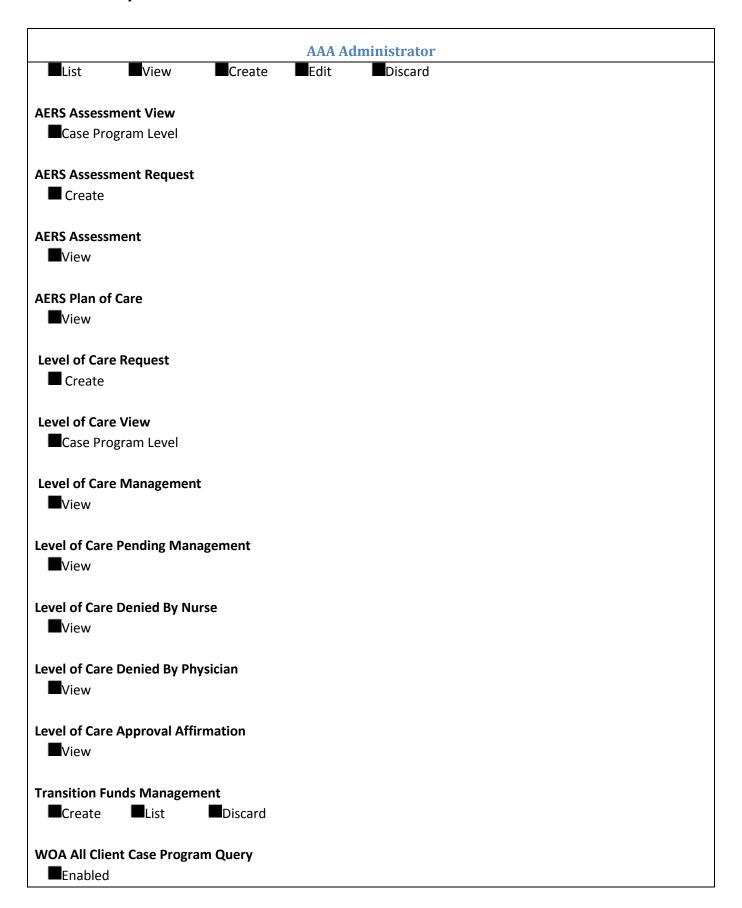


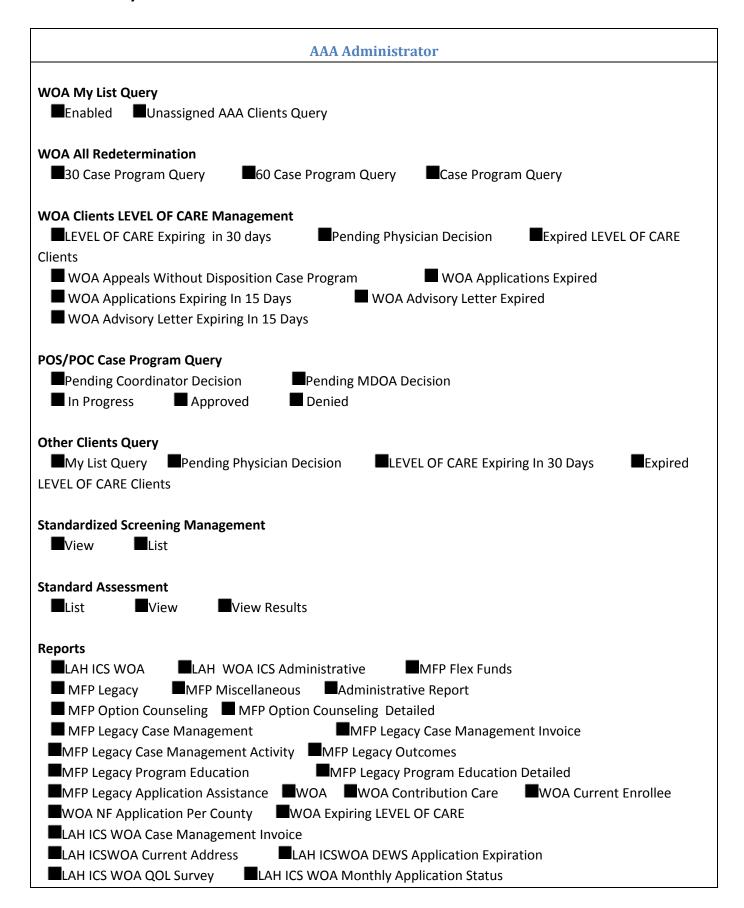
12. AAA Users Roles

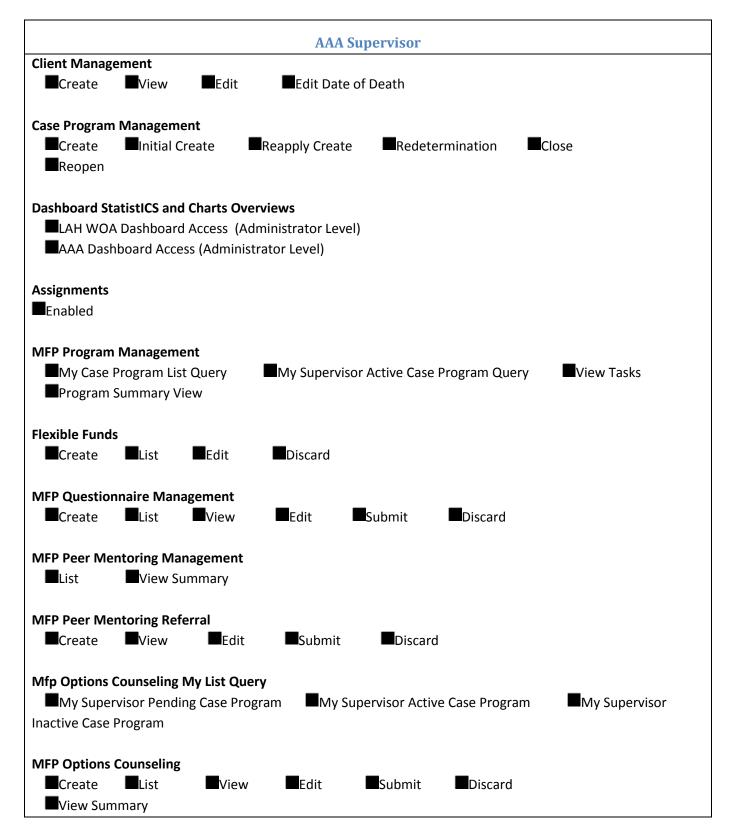
AAA Administrator
Client Management
Create View Edit Date of Death
Case Program Management ☐ Create ☐ Initial Create ☐ Reapply Create ☐ Redetermination ☐ Close ☐ Reopen
Dashboard StatistICS and Charts Overviews LAH WOA Dashboard Access (Administrator Level) AAA Dashboard Access (Administrator Level)
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 ■ 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 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 ☐ 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

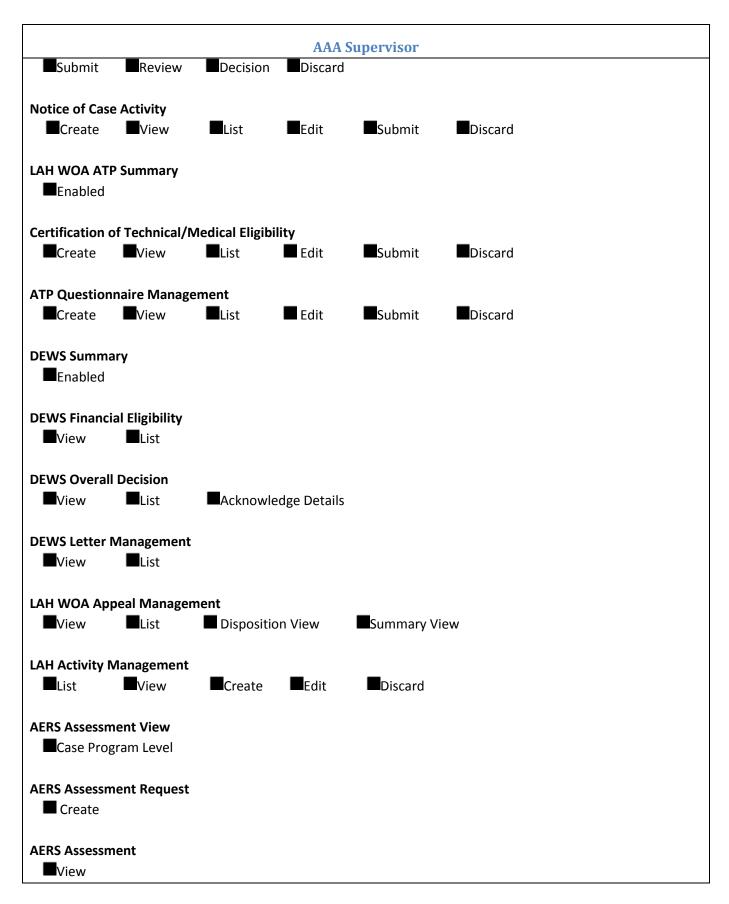




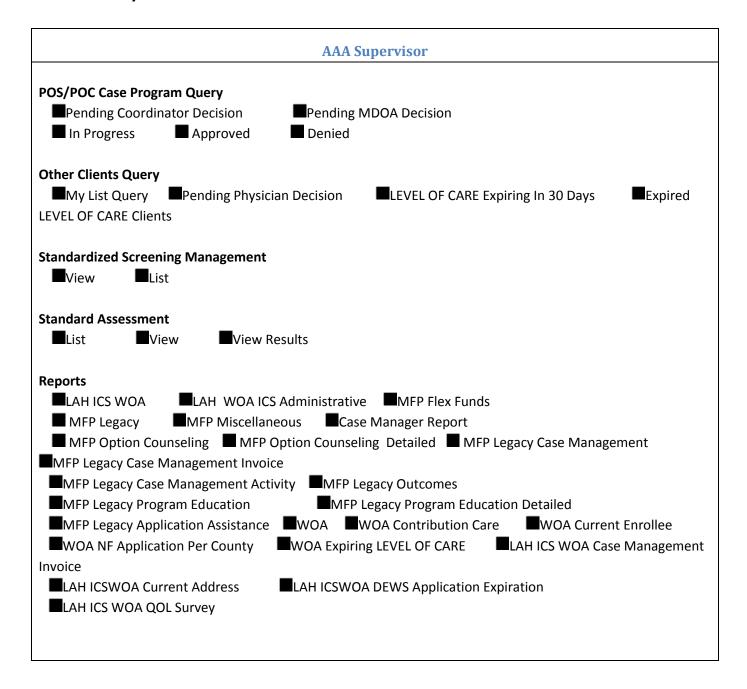


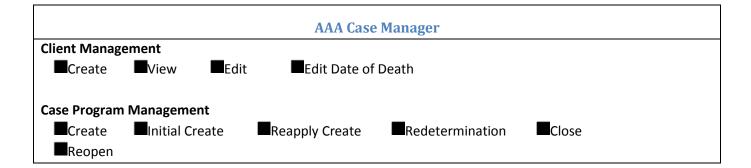


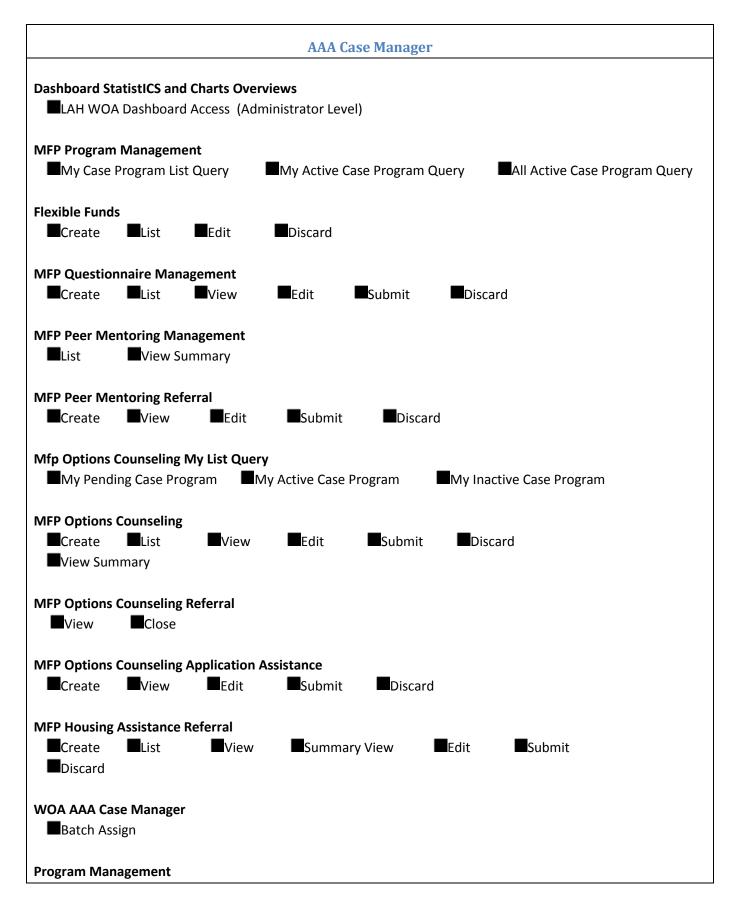
	AAA Supervisor	
MFP Options Counseling Referral ■ View ■ Close		
MFP Options Counseling Application Assistan Create View Edit S	ubmit D iscard	
MFP Housing Assistance Referral		
■Create ■List ■View ■S ■Discard	Summary View	Edit E Submit
WOA AAA Case Manager Batch Assign		
Program Management View Tasks View Summary		
Initial Screening and Referral List Create View List E	dit ■ Submit	Discard
LAH WOA Application Summary ■Enabled		
Initial Meeting ■Create ■View ■List ■E	dit ■ Submit	
Freedom of Choice Create View List E	dit S ubmit	Discard
Narration Management		
■Create ■View ■List ■E	dit S ubmit	Discard
Documentation Reminder Management		
■Create ■View ■List ■E	dit	
Application Packet Management		
■Create ■View ■List ■E	dit S ubmit	
Plan of Service/Plan of Care		
■Create ■View ■List ■R	evise E Edit	Edit Comment



AAA Supervisor	
AERS Plan of Care	
View	
Level of Care Request	
Create	
Level of Care View	
Case Program Level	
Level of Care Management	
View	
evel of Care Pending Management	
View	
evel of Care Denied By Nurse	
View	
evel of Care Denied By Physician	
View	
evel of Care Approval Affirmation	
View	
ransition Funds Management	
Create List Discard	
VOA My List Query	
Enabled Unassigned AAA Clients Query	
VOA All Redetermination	
■30 Case Program Query ■60 Case Program Query ■Case Program Query	
VOA 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	



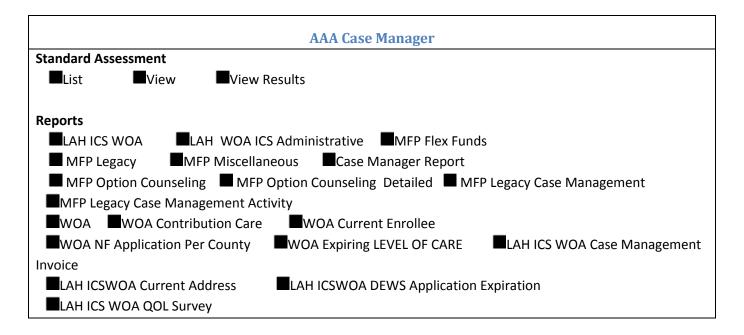


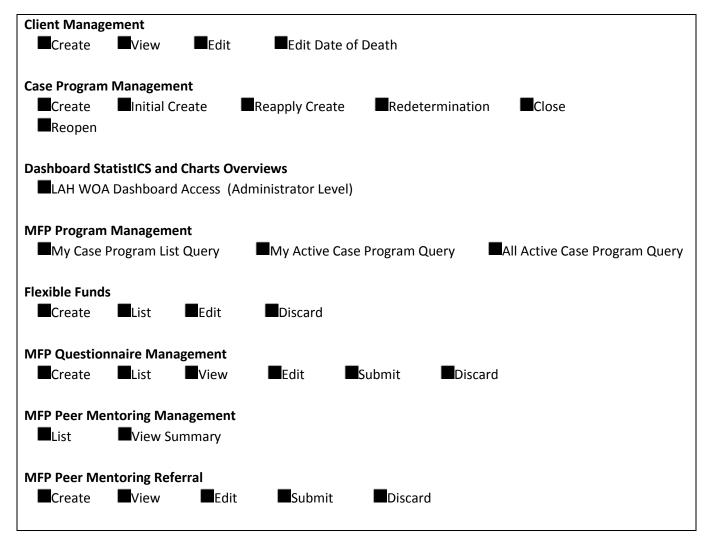


			AAA Ca	se Manager	
View Task	s V ie	ew Summary			
Initial Screenin	ng and Referra	al List			
Create	View	List	Edit	Submit	Discard
LAH WOA App ■Enabled	lication Sumn	nary			
Initial Meeting	_	_	_	_	
Create	View	List	Edit	Submit	
Freedom of Ch	oice				
Create	View	List	Edit	Submit	Discard
Narration Mar	nagement				
Create	View	List	Edit	Submit	Discard
Documentatio	n Reminder N	/lanagement			
Create	View	List	Edit		
Application Pa	cket Manage	ment			
Create	View	List	Edit	Submit	
Plan of Service	e/Plan of Care				
Create	View	List	Revise	Edit	☐Edit Comment
Submit	□Review	□Decision	Discard		
Notice of Case Create	Activity View	List	Edit	Submit	Discard
LAH WOA ATP Enabled	Summary				
— Enabled					
Certification o	f Technical/M	ledical Eligibi ■List	lity ■ Edit	Submit	Discard
— Create	■ VIEW	■ LISU	EUIL	— Subillit	— Discard
ATP Question			E calle	Coolean D	Discoud
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 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 ■ 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



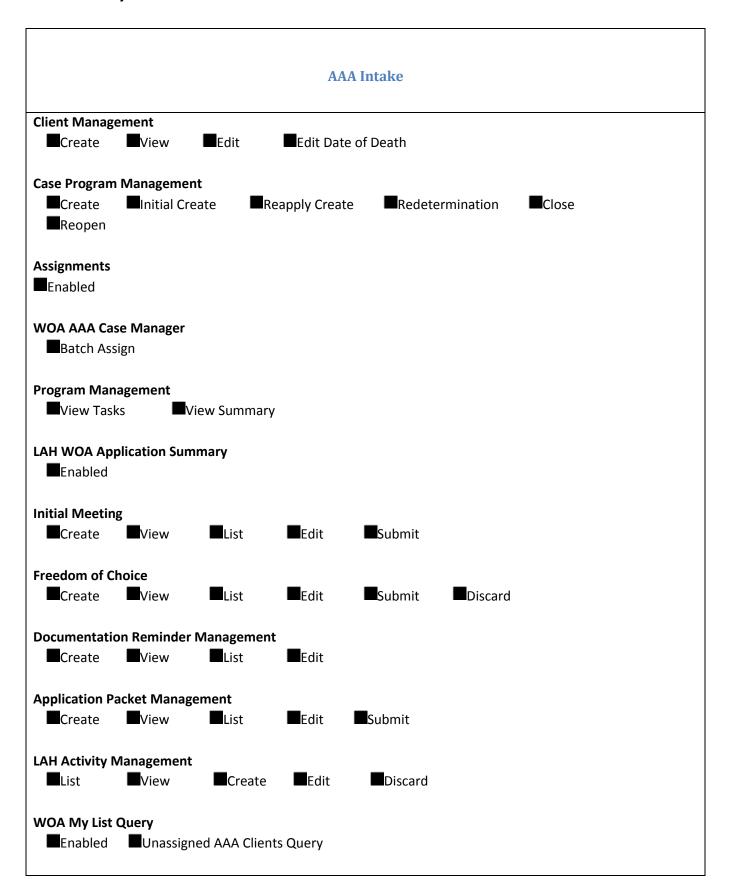


Mfp Options Counseling My List Query						
■My Pending Case Program ■My Active Case Program ■My Inactive Case Program						
MFP Options Counseling	=	= a	-			
Create List View	Edit	Submit	Discard			
View Summary						
MFP Options Counseling Referral						
View Close						
MFP Options Counseling Application Assi	stance					
■Create ■View ■Edit	Submit	Discard	d			
MFP Housing Assistance Referral	_		_			
Create List View	Summary	y View	Edit Submit			
Discard						
WOA AAA Case Manager						
■Batch Assign						
Program Management						
■View Tasks ■View Summary						
view rusksview 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						
Narration Management ■Create ■View ■List	Edit	Submit	Discard			
LIST	Luit	— JUDITIIL	■Discai u			
Documentation Reminder Management						
■Create ■View ■List	Edit					

Application Pa	cket Manage	ment			
Create	View	List	Edit	Submit	
Plan of Service	e/Plan of Care	!			
Create	View	List	Revise	Edit	☐Edit Comment
Submit	Review	Decision	Discard		
Notice of Case		_	_	_	_
Create	View	List	Edit	Submit	Discard
LAH WOA ATP	Summary				
Enabled					
	<u> </u>		•••		
Certification o				= a	-
Create	View	List	Edit	Submit	Discard
ATD Owners in the	:				
ATP Question	naire ivianage View	_	■ Edit	C. da aa it	Discard
■ Create	■view	List	■ Edit	Submit	■Discard
DEME Summe					
DEWS Summa Enabled	ry				
Ellabled					
DEWS Financia	al Eligibility				
View	List				
-view	L ISC				
DEWS Overall	Decision				
View	List	Acknowled	lge Details	Acknowl	edge
	— 2.50	—/ teknowiee	ige Details	— reknowi	cusc
DEWS Letter N	/lanagement				
View	List				
LAH WOA App	eal Managen	nent			
View	List	Disposition	n View	Summary V	/iew ■Acknowledge
Acknowle	dge Dispositio	n .		•	· ·
	•				
LAH Activity N	/lanagement				
List	View	Create	Edit	Discard	
AERS Assessm	ent View				
Case Prog	ram 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 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
I AH ICS WOA OOL Survey



AAA Intake							
WOA Clients LEVEL OF CARE Management ■LEVEL OF CARE Expiring in 30 days Clients □ 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 Results							

13. CIL User Roles

CIL Administrator						
Client Management Create View	Edit	Edit Date of Death				
Nursing Facility View						
Peer Profile ☐Create	■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								
NATE Continue Connectine								
MFP Options Counseling Create List View Edit Submit Discard								
View Summary Batch Assign								
wiew Summary Boatch 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	nt ■List	■ Edit	Submit	Discard			
Screening Request Create							
Reports ■MFP Legacy ■MFP Mi ■MFP Legacy Program Edi ■ MFP Option Counseling	ucation Detai		•	■MFP Legacy Program Education ation Assistance ■ MFP Option Counseling			

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 Inactive 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 Ca	ase Manager				
Client Management Create View Edit	☐ Edit Dat	e 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			
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 ☐ View Summary ☐ Batch Assign	■Edit	Submit	Discard			
MFP Options Counseling Referral View Close						
MFP Options Counseling Application Assistance Create View Edit Submit Discard						
Standardized Screening Management ■View ■List □ Discard □ Ed	dit □Cre	eate				

CIL Case Manager							
Standard As	sessment						
List	\square View	□Viev	w Results				
Pre-Screenin	ng Manageme	ent					
Create	View	List	Edit	Submit	Discard		
Screening Re	equest						
Create							
Reports							
MFP Misce	ellaneous	Case Mar	nager 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 Program Summary View All Active Case Program Query View Tasks							
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 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 Program Summary View All Active Case Program Query View Tasks							
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	g Peer Suppo	rt Activity Ma	nagement				
List	View	Create	Edit	Discard			
Reports							
■MFP Legac	y M FP M	liscellaneous	Case Man	ager 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 Me	MFP Peer Mentoring Reassessment								
Create	View	List	Edit	Submit	Discard				
MFP Peer Me	entoring Rea	ssessment Out	come						
Create	View	Edit	Submit	Discard					
MFP Peer Mentoring Activity Management									
List	View	Create	Edit	Discard					
Damanta									
Reports	_	_	_		_				
■MFP Peer N	∕lentoring	MFP Miscellar	neous A c	dministrative Re	port MFP Peer Mentoring Referral				

CIL Peer Mentor							
MFP Program Manag	gement						
My Case Program	m List Query	My Active Ca	ase Program Que	ery U View Tasks			
Program Summa	ary View My Ir	nactive Case	Program Query				
MFP Questionnaire	Management						
☐ Create ■Lis	st View	☐ Edit	Submit	□ Discard			
MFP Peer Mentoring	g Management						
List Vie	ew Summary \Box	Batch Assign					
MFP Peer Mentoring	g Referral						
View							
MFP Peer Mentoring	g Assessment						
■ Create □ Lis	st V iew	Edit	Submit	Discard			
MFP Peer Mentoring Outcome							
■ Create ■ Vie	ew E dit	Submit	Discard				
MFP Peer Mentoring Reassessment							
■Create ■Vie	ew 🗆 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 Questionnai	ire Manage	ement					
Create	List	View	Edit	Submit	Discard		
LAH TCC Case Ma Enabled	inager Bato	h Assign					
Program Manage View Tasks	_	ew Summary					
Referral ☐Create	View	List	□Edit	□Submit	□Discard		
LAH WOA Applica ■Enabled	ation Sumn	nary					
Initial Meeting ■Create	View	List	■Edit	Submit			
Freedom of Choic Create	c e View	List	Edit	Submit	Discard		
Narration Manag Create ■	ement View	List	■Edit	Submit	Discard		
Documentation Reminder Management ■Create ■View ■List ■Edit							
Application Packet Create	et Managei View	ment ■List	■Edit	Submit			
Plan of Service/P Create	lan of Care View	List	Revise	Edit	□Edit Comment		
	Review	Decision	Discard	-			
Notice of Case Ac ■Create	tivity View	List	■Edit	Submit	Discard		

TCC Administrator							
LAH Assessment Packet N	_		_				
Tasks View Details Acknowledge Details Submit							
AP Documentation Remin	.dou						
Create View	Update						
■Create ■view	■ Opuate						
LAH WOA ATP Summary							
Enabled							
ATP Questionnaire Manag	gement						
□Create ■View	List	□Edit	\square Submit	\square Discard			
DEWS Summary							
Enabled							
DEWS Financial Eligibility							
View List							
DEWS Overall Decision							
■ View ■ List	Acknowl	edge Details					
DEWS Letter Management							
■View ■List							
LAH WOA Appeal Manage	ement						
□Create ■View	List	□Edit	□Submit	□Discard	Summary View		
					,		
LAH WOA Appeal Disposit	tion Managem	ent					
□Create ■ View	□Edit	□Submit	\square Discard				
LAH Activity Management		—					
■Create View	List	Edit	□Submit	Discard	☐Summary View		
Fiscal Intermediary Autho	rization Requi	ost					
Create View	List	■ Edit	Submit (For	· I AHWU)	Discard		
				,			
Fiscal Intermediary Attendant Management							
■Create ■List ■Manage ■View ■Deactivate							
AERS Assessment View							

			TCC Administra	tor		
□Client Level	Case P	rogram Level				
AERS Assessmen	t ■View	□Edit	□Edit End Date	□Submit	□Discard	
AERS Plan of Car □Create	e ■View	□Edit	□Edit End Date	□Submit	□Discard	
Level of Care Red	quest					
Level of Care Vie		rogram Level				
Level of Care Ma	nagement View					
Level of Care Per □Create	nding Manag View	ement □Submit				
Level of Care De	nied By Nurse □Edit	e □Submit				
Level of Care De	nied By Physi □Edit	i cian				
Level of Care App	oroval Affirm □Edit	ation				
Transition Funds ■Create		nt Discard				
ICS Cost Neutrali ☐Create	ty ■List					
LAH My List Query Clients Pending Physician Decision Clients LOC Expiring In 30 Days All Clients Expired LOC All Redetermination in 30 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	Eclients Loc Expiring in 30 Days
Standard Assessment List View View Res	
■List ■View Nes	uit
Standardized Screening	
■List ■View	
Reports	
WOA Expiring LOC	Case Manager LAH ICS Redetermination Due
■LAH ICS Appeal ■LAH ICS Client Sta	itus AH ICS Current Enrollee
■LAH ICS Nursing Home Transition ■L	AH ICS Overdue Assessment Packets
LAH ICS WOA Application Status	AH ICS WOA Case Management Invoice
LAH ICS WOA Current Address	AH ICS WOA DEWS Application Expiration
LAH ICS WOA QOL Survey	AH ICS WOA Monthly Application Status
■LAH ICS WOA Jurisdiction Report	

TCC Case Manager							
Client Manag	ement						
□Create	View Edit	Edit Date of	f 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 ☐ Program Summary View	□All Active Ca	ase Program Que	ery E View T	¯asks			
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 Summar	У						
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			
Documentati	on Reminder I	Management						
Create	View	List	Edit					
Auuliaatiau D	aalaat NAawaaaa							
Create	acket Manage View	List	Edit	Submit				
	e/Plan of Care View		Revise		Control of the Contro			
■Create ■Submit	Review	■List □Decision	Discard	Edit	☐Edit Comment			
■ Submit	□ Neview	□Decision	■DISCAI U					
Notice of Cas	_	_	_	_	_			
Create	View	List	Edit	Submit	Discard			
LAH Assessm	ent Packet Ma	ınagement						
Tasks	■View Deta	_	knowledge D	etails	Submit			
AD D	ation Domina							
Create	tation Remind Wiew	er ■Update						
		— 0 paate						
LAH WOA AT	P Summary							
Enabled								
ATP Question	naire Manage	ement						
□Create	View	List	□Edit	\square Submit	□Discard			
DEIA/C C								
DEWS Summa Enabled	ary							
DEWS Financ								
View	List							
DEWS Overal	l Decision							
View	List	Acknowle	edge	Acknowled	dge Details			
DEMC Latter	Managamant							
DEWS Letter View	List							
LAH WOA Ap	peal Managen	nent						

		TCC Case Manager						
□Create ■View ■Acknowledge	List	□Edit	□Submi	t □Disca	rd Summary View			
LAH WOA Appeal Disposition	on Manageme	nt						
□Create ■ View	□Edit	□Submit	□Disc	ard A ckn	owledge			
LAH Activity Management Create View	List	■Edit	□Submit	: Disca	rd □Summary View			
Fiscal Intermediary Authori Create View	zation Reques	st ■Edit	Submit	(For LAHWU)	Discard			
Fiscal Intermediary Attendate Create List	ant Manageme	ent View	Dead	tivate				
AERS Assessment View Client Level Case Program Level								
AERS Assessment Request Create								
AERS Assessment ☐Create ■View	□Edit	□Edit Er	nd Date	□Submit	□Discard			
AERS Plan of Care □Create	□Edit	□Edit Er	nd Date	□Submit	□Discard			
Level of Care Request Create								
Level of Care View □Client Level ■Case Program Level								
Level of Care Management ☐Create								
Level of Care Pending Mana ☐Create	agement □Submi	t						
Level of Care Denied By Nu	rse							

	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 Expired LOC ■ All Redetermination in 30 days ■ Appeals Without Disposition Case Program ■ Applications Expired Query ■ Advisory Letter Expired ■ Unassigned TCC Clients	Clients LOC Expiring In 30 Days All Clients Case Program All Redetermination in 60 days Mapplications Expiring In 15 Days Advisory Letter Expiring In 15 Days
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 Expired LOC	Clients LOC Expiring In 30 Days Clients Wait ATP
Standard Assessment List View View Resul	t

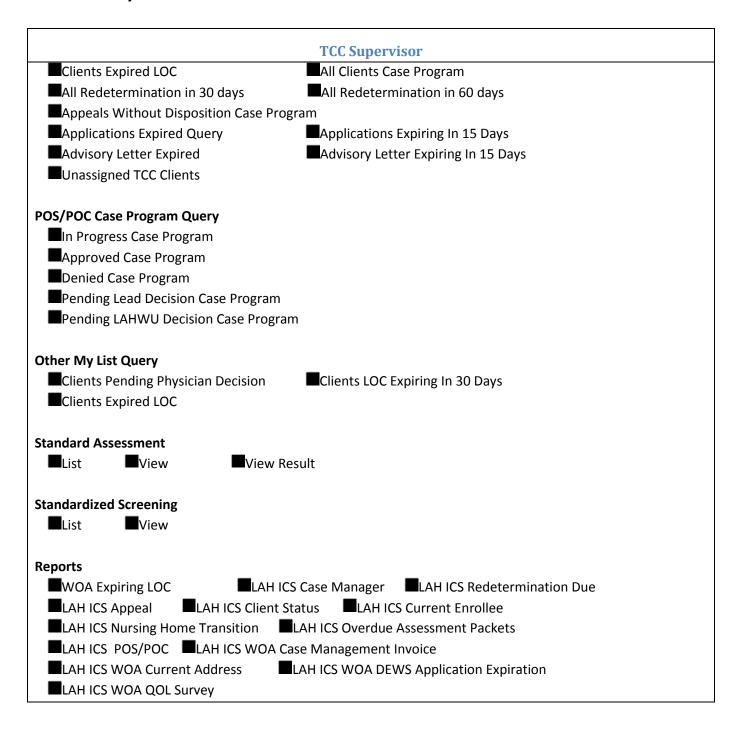
TCC Case Manager							
Standardized Screening							
■List ■View							
Reports							
■WOA Expiring LOC ■LAH ICS Case Manager ■LAH ICS Redetermination Due							
LAH ICS Appeal LAH ICS Client Status LAH ICS Current Enrollee							
■ LAH ICS Nursing Home Transition ■ LAH ICS Overdue Assessment Packets							
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								
<u> </u>								
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								
—Create —View —Eait —Subinit —Discard								
Flexible Funds								
Create List Edit Discard								
■Create ■List ■Edit ■Discard								
MED Question poins Management								
MFP Questionnaire Management								

			TCC S	upervisor			
Create	List	View	Edit	Submit	Discard		
LAH TCC Case Manager Batch Assign Enabled							
Program Man Wiew Tas	_	/iew Summary					
Referral □Create	View	List	□Edit	□Submit	☐ Discard ■ Acknowledge		
LAH WOA Ap ■Enabled	plication Sur	nmary					
Initial Meetin	g ■View	List	■Edit	Submit			
Freedom of C	hoice						
Create	View	List	Edit	Submit	Discard		
Narration Ma	nagement View	List	■Edit	Submit	Discard		
Documentation	on Reminder	· Management					
Create	View	List	Edit				
Application P Create	E View		Edit	Submit			
Plan of Service			_	_	_		
Create	View	List	Revise	Edit	☐Edit Comment		
Submit	□Review	□Decision	Discard				
Notice of Cas	e Activity						
■ Create	View	List	Edit	Submit	Discard		
1.011.0	ant Deal and						
Tasks	ent Packet N View Det	_	knowledge D	etails	Submit		
455			-				
AP Documentation Reminder							

		TCC S	upervisor			
■Create ■View	Update					
LAH WOA ATP Summary Enabled	,					
ATP Questionnaire Mana ☐Create	agement List	□Edit	□Submit	□Discard		
DEWS Summary Enabled						
DEWS Financial Eligibilit ■View ■List	y					
DEWS Overall Decision ■View ■List	□Acknow	ledge	Acknowled	ge Details		
DEWS Letter Manageme View ■List	nt					
LAH WOA Appeal Manag □Create ■View □Acknowledge	gement ■List	□Edit	□Submit	□Discard	Summary View	
LAH WOA Appeal Dispos ☐Create ☐View	sition Managen Edit	n ent □Submit	□Discard	□Acknowledge		
LAH Activity Manageme Create View	nt ■List	Edit	□Submit	Discard	□Summary View	
Fiscal Intermediary Authorization Request Create View List Edit Submit (For LAHWU) Discard						
Fiscal Intermediary Atte Create List	ndant Managei ■Manage	_	Deactivate	e		
AERS Assessment View ☐Client Level ■Case Program Level						
AERS Assessment Reque	st					

	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 Reque	est							
Level of Care View Client Level	■ Case Pr	ogram Level						
Level of Care Mana	gement View							
Level of Care Pendi ☐Create	ing Manage View	ment Submit						
Level of Care Denie	e d By Nurse □Edit	□Submit						
Level of Care Denie	e d By Physic □Edit	cian □Submit						
Level of Care Appro		ation						
Level of Care Decisi Acknowledge	ion							
Transition Funds Management Create List Discard								
ICS Cost Neutrality	■List							
LAH My List Query Clients Pending	g Physician I	Decision	Clients LOC Expi	ring In 30 Days				



			TCC Intake	
Client Manag	gement View	Edit	Edit Date of Death	
Case Program	m Manageme	ent		

TCC Intake									
■Create ■Reopen	□Initial Crea □Discard	ite E Re	eapply Create	Redete	ermination [Close			
LAH TCC Case Enabled	Manager Bato	h Assign							
	Program Management View Tasks View Summary								
Referral Create	View	List	□Edit	□Submit	□Discard	Acknowledge			
LAH WOA App ■Enabled	olication Sumn	nary							
Initial Meetin	g ■View	List	■Edit	Submit					
Freedom of Cl	hoice View	List	Edit	Submit	Discard				
Documentatio Create	on Reminder N Wiew	flanagement ■List	: ■Edit						
Application Pa ■Create	acket Manage	ment List	■Edit	Submit					
LAH Activity N	∕lanagement I View	List	Edit	Submit	Discard	□Summary View			
AERS Assessment View ☐Client Level ■Case Program Level									
AERS Assessm Create	ent Request								
AERS Assessm Create	ent View	□Edit	□Edit En	nd Date [□Submit □	Discard			
AERS Plan of 0	Care								

LTSSMaryland

LTSS User Roles and Permissions

			TCC Intake			
□Create	View	□Edit	☐Edit End Date	□Submit	□Discard	
Level of Care Requ	uest					
Level of Care View	_	ogram Level				
LAH My List Query Clients Pendir Clients Expire	ng Physician	Decision	Clients LOC Expi Unassigned TCC	-		
Other My List Que Clients Pendir Clients Expire	ng Physician	Decision	Clients LOC Expi	ring In 30 Days		
Standard Assessm	nent View	■View Re	sult			
Standardized Scre	eening View					

15. MMIS User Roles

MMIS Waiver Unit Staff									
Case Program Management									
□Create	☐Initial Create	☐Reapply Create	\square Redetermination	□Close					
Reopen	□Discard								
Program Management View Tasks View Summary									
DEWS Summa	ary								
Enabled	•								
DEWS MMIS	Waiver Transaction	Management							
□Create	View	st 🗆 Edit	□Submit □Discar	rd A cknowledge					

	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	t □Edit			
QCR My List Query Show Clients Enrolled	■All Active	e Reviews	All Completed Reviews			
QCR Period Management ■Create ■List						
My Location Management ☐Create Staff ☐List:	Staff ■ Viev	w Staff	Edit			

QCR Team Leader									
QCR Manage	QCR Management								
View	□Start	Discard	Submit	Edit					
QCR Manage ■Edit	ment (Team	Leader)							
QCR Section									
Delete									
QCR Assign L Enabled	ist	Assign Intervie	ws \Box	Assign Team Leader					

QCR Team Leader						
QCR My List Query All My Reviews My Active Reviews My Reviews to Approve	My Completed Reviews					

QCR Interviewer								
QCR Manag	ement							
View	□Start	Discard	Submit	Edit				
QCR Manag	QCR Management (Interviewer) ■Edit							
QCR Section Delete	1							
QCR My List	Query lients Enrolled	■All Active	Reviews	All Completed Reviews				
QCR Period Create	Management ■List							
QCR My List ■All My F □My Rev		My Active Revie	ws I M	ly Completed Reviews				

QCR Branch Chief								
QCR Manage	QCR Management							
View	□Start	Discard	\square Submit	Edit				
QCR Manage ■Edit	ement (Admin	istrator)						
QCR Section								
Delete								

QCR Branch Chief						
QCR Assign List Enabled	□Assign Interviewer	Assign Team Leader				
QCR My List Query All My Reviews My Reviews to Ap	■My Active Reviews prove	My Completed Reviews				

17. LHD User Roles

LHD Case Manager							
Client Management ☐ Create ☐ View ☐ Edit ☐ Edit Date of Death							
Standard Assessment List							
Standardized Create	Screening N Edit	flanagement ■View	List	□Submit	Discard		
Standardized Create	Screening R Edit	esult Wiew	List				
Pre-Screening Create	Manageme M View	ent ■List	■Edit	Submit	■Discard		
Waiver Waiti	ng List Mana □View	agement List	□Edit	□Create (Ad	ministrator Level)	□Search	

			LHD Representative
Client Mana Create	gement ■View	Edit	□Edit Date of Death
Standard Ass	sessment 	View	View Results

LHD Representative									
Standardized Create	Screening M	anagement View	List	□Submit	□Discard				
Standardized Create	Screening Ro	esult View	List						
Pre-Screening Create	Manageme M View	nt ■List	■ Edit	Submit	Discard				
Waiver Waiting List Management ☐ Create ☐ View ☐ List ☐ Edit ☐ Create (Administrator Level) ☐ Search									

			LHD Nu	rse Coordinat	or			
Client Manage	ement View	□Edit	□Edit Dat	e of Death				
Standard Asse	ssment							
Assignmer	nt 🔳	Create l	Discard	Edit	Prepare Offline	Cancel Offline		
Save		ubmit	View	List	View Results	List Results		
Standardized S	Screening I	Managemen	t					
Create	Edit	View	List	□Submit	Discard			
Standardized S	Screening I	Result						
Create	Edit	View	List					
Pre-Screening Management								
Create	View	List	Edit	Submit	Discard			
Waiver Waiting List Management								
Create	□View	□List	□Edit	□Create (A	dministrator Level)	□Search		

			L	HD Nurse				
Client Manage	_					 -		
□Create	View	□Edit	∐Edit Da	te of Death				
Standard Asse	_	ſ	_	_	_			
∐Assignmer	nt 🔳	Create l	Discard	Edit	Prepare Offline	☐Cancel Offline		
Save	S	Submit	View	List	View Results	List Results		
Standardized S	Screening N	Managemen	it					
Create	Edit	View	List	\square Submit	Discard			
Standardized S	Screening F	Result						
Create	Edit	View	List					
Pre-Screening Management								
Create	View	List	Edit	Submit	Discard			
Waiver Waiting List Management								
Create	□View	□List	□Edit	□Create (A	dministrator Level)	□Search		

18. MAP User Roles

			M	AP Staff		
Client Manage Create	ement View					
Pre-Screening Create	Manageme View	nt ■List	■ Edit	Submit	Discard	
Screening Rec	quest					
Standardized Create	Screening M Edit	lanagement View	List	Submit	Discard	
Standardized Create	Screening Ro	esult View	List			

Waiver Waiting List Management

□View

□List

□Edit

Create

LTSS User Roles and Permissions

MAP Staff									
Waiver Waiti	ng List Manag	gement							
Create	□View	□List	□Edit	□Create (Ad	□Search				
			MAP A	dministrator					
Client Manag	ement								
Create	View	Edit	□Edit Date	of Death					
My Location	_		View Staff	■Edit					
■Create 3t	ldii L is	St Stall	view Stair	Euit					
Pre-Screening			_	_	_				
Create	View	List	Edit	Submit	Discard				
Screening Re	quest								
Create									
Standardized	Screening M	anagement							
Create	Edit	View	List	Submit	Discard				
Standardized Screening Result									
Create	Edit	View	List						

 \square Create (Administrator Level)

□Search